حكومة دبي
GOVERNMENT OF DUBAI

هيئة كهرباء ومياه دبي
Dubai Electricity & Water Authority

Under the Patronage of His Highness Sheikh Hamdan bin Rashid Al Maktoum,
Deputy Ruler of Dubai, Finance Minister of the UAE and President of DEWA.

As part of Dubai Electricity and Water Authority's Green Week Initiative

WETEX 2015

WATER, ENERGY, TECHNOLOGY AND ENVIRONMENT EXHIBITION

At The Forefront of Sustainability

21-23 April 2015 | Zabeel Hall & Halls 1-8

Dubai International Convention and Exhibition Centre

WATER | ENERGY | TECHNOLOGY | ENVIRONMENT

EXHIBITORS MANUAL

#GREENWEEK
#WETEX2015

WetexDubai

EXPO 2020
DUBAI, UNITED ARAB EMIRATES

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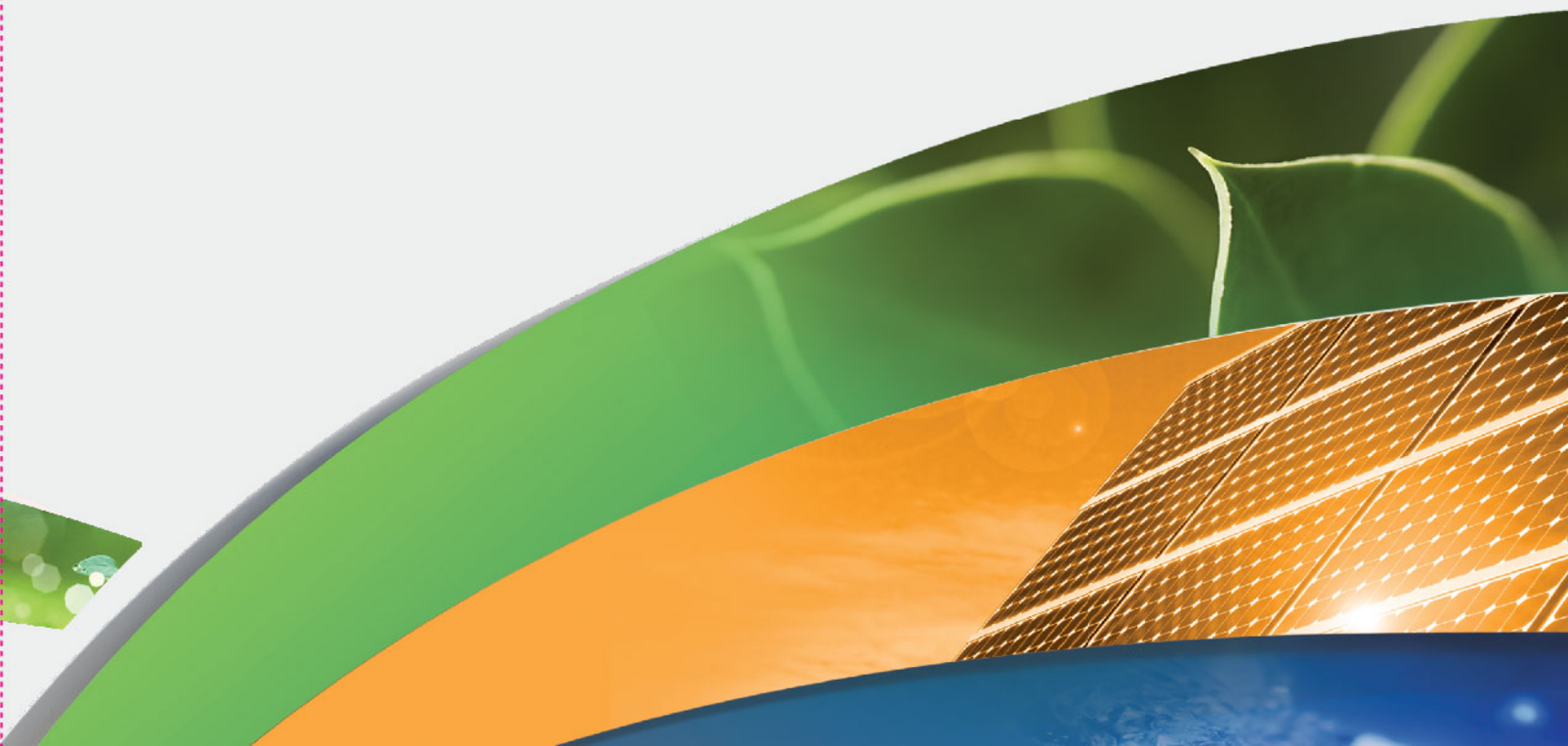

WETEX 2015

WATER, ENERGY, TECHNOLOGY AND ENVIRONMENT EXHIBITION

Enabling Sustainable Smart Solutions

21-23 April 2015 | Zabeel Hall & Halls 1-8

Dubai International Convention and Exhibition Centre

EXHIBITION OPEN HOURS

	Trade visitors	Exhibitors
21 April 2015	10.00 hrs to 18.00 hrs	08.00 hrs to 19.00 hrs
22 April 2015	10.00 hrs to 18.00 hrs	09.00 hrs to 19.00 hrs
23 April 2015	10.00 hrs to 18.00 hrs	09.00 hrs to 19.00 hrs

Organizer

هيئة كهرباء ومياه دبي
Dubai Electricity & Water Authority

DUBAI ELECTRICITY & WATER AUTHORITY
P.O.Box: 564, Dubai, U.A.E
Tel: +971 4 3220003 ext 460 / +97145151434
Fax: +97143248111
E-mail: branly.nassour@dewa.gov.ae Website: www.wetex.ae

كلمة سعادة / سعيد محمد الطاير، العضو المنتدب الرئيس التنفيذي لهيئة كهرباء ومياه دبي، رئيس ومؤسس معرض "ويتيكس"

السادة العارضون،

أتطلع إلى لقائكم والترحيب بكم في الدورة السابعة عشر من معرض تكنولوجيا المياه والطاقة والبيئة "ويتيكس" 2015، الذي ينظم بتوجيهات كريمة من سيدي صاحب السمو الشيخ محمد بن راشد آل مكتوم، نائب رئيس الدولة رئيس مجلس الوزراء حاكم دبي، رعاه الله، وتحت رعاية سمو الشيخ حمدان بن راشد آل مكتوم، نائب حاكم دبي وزير المالية رئيس هيئة كهرباء ومياه دبي. وسينظم المعرض في الفترة من 21 – 23 إبريل 2015، تحت شعار "في طليعة الاستدامة" في مركز دبي الدولي للمؤتمرات والمعارض، حيث أصبح "ويتيكس"، الحدث الأكبر من نوعه في المنطقة، ويستقطب آلاف المشاركين والزائرين سنوياً، كما يوفر منصة تجمع الخبراء والمختصين من مختلف القطاعات، وبالأخص في مجالات الطاقة والمياه والبيئة، إضافة إلى المباني الخضراء والنفط والغاز.

ينظم المعرض تحت مظلة الأسبوع الأخضر، والذي يتضمن سلسلة من الأنشطة المجتمعية التي تهدف إلى زيادة الوعي بأهمية الحفاظ على موارد الطاقة، والتنمية المستدامة، وتوفير مقومات الاقتصاد الأخضر في دبي.

يشكل معرض "ويتيكس" 2015 منصة مثالية لالتقاء الشركات والترويج لعلاماتها التجارية كجهات فاعلة في مجالات المياه، والكهرباء، والبيئة. كما سيوفر المعرض فرص للشركات للترويج لأعمالها واستعراض أحدث التقنيات، وتبادل أفضل الممارسات والخبرات مع العارضين المحليين والعالميين، ومجموعة واسعة من المشاركين حول آفاق التنمية المستدامة.

يتضمن هذا الدليل معلومات وتواريخ مهمة ومعلومات متكاملة وشاملة، ستساعدكم على المشاركة الفعّالة في معرض "ويتيكس" 2015.

سعيد محمد الطاير،
العضو المنتدب الرئيس التنفيذي
هيئة كهرباء ومياه دبي

Message from MD & CEO of DEWA and Founder and Chairman of WETEX

Dear Exhibitors,

I look forward to welcome you at the 17th Water, Energy, Technology and Environment Exhibition (WETEX 2015) from 21 to 23 April, 2015 under the theme" At the forefront of sustainability" , at the Dubai International Convention and Exhibition Centre. Formed under the directives of HH Sheikh Mohammed bin Rashid Al Maktoum, Vice President and Prime Minister of the UAE and Ruler of Dubai, and under the patronage of HH Sheikh Hamdan bin Rashid Al Maktoum, Deputy Ruler of Dubai, Minister of Finance, and President of DEWA, WETEX has become the largest event of its kind in the region, attracting every year thousands of exhibitors and visitors and serving as a meeting point for experts and specialists in diverse sectors, especially energy, water and environment conservation, as well as green buildings and oil and gas.

The exhibition is being held under the umbrella of the Green Week initiative, which includes a series of community activities that raise awareness of energy resource conservation, sustainable development and green economy in Dubai.

WETEX 2015 is an ideal B2B platform for companies to position their brands as key players in the field of Water, Electricity, Oil & Gas and Environment industry sectors. WETEX 2015 will offer new business opportunities for multinational companies to engage with strategic partners and other stakeholders and also promote their businesses and latest technologies while sharing the best practices and expertise with national and multinational exhibitors as well a plethora of delegates and participants on sustainable development.

This manual presents all important information and dates, to ensure that you benefit fully from WETEX 2015 and we are pleased to provide you with quick access to comprehensive information regarding your booth at WETEX.

Saeed Mohammed Al Tayer,
MD & CEO
Dubai Electricity and Water Authority

Message from the Organizer

Dear Exhibitor,

The Water, Energy, Technology and Environment Exhibition 2015 (WETEX 2015) is under the patronage of His Highness Sheikh Hamdan Bin Rashid Al Maktoum, Deputy Ruler of Dubai and UAE Minister of Finance.

The main objective of the exhibition is to provide unique platform for participants from all over the world to meet and interact with decision-makers in government departments and organizations, and various other authorities seeking and sharing the latest developments in water, energy, environment, oil and gas sectors.

This Exhibition Manual has been specially compiled to ensure a pleasant and fruitful experience at WETEX 2015. Every possible measure will be taken to accommodate the requirements of the exhibitors.

Exhibitors are requested to read the manual carefully and thoroughly in order to familiarize themselves with the preparations and procedures for the event. Exhibitors are to please adhere to the deadlines stipulated in the Order Forms, and submit the completed forms to relay your requirements to us. These forms are binding once they are submitted.

Should you require any further information or assistance, please contact us or our official contractor. We will assist you in every aspect relating to your participation at WETEX 2015.

We also take this opportunity to thank you for your participation at WETEX 2015 and we look forward to the pleasure of welcoming you to Dubai.

WETEX ORGANIZING COMMITTEE

DUBAI ELECTRICITY & WATER AUTHORITY

P.O.Box: 564, Dubai, U.A.E

Tel: +97143220003 ext 460 / +97145151434

Fax: +97143248111

E-mail: branly.nassour@dewa.gov.ae

Website: www.wetex.ae

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Dear Exhibitor,

Dubai Electricity & Water Authority (DEWA) has specially prepared this Exhibitor Manual to assist you in your participation. Exhibitors are requested to read the manual carefully and thoroughly in order to familiarize themselves with the preparations and procedures for the event.

Some of Prices such as Water , Electricity , Internet, Cleaning , Telecommunication, main charges are subject to change incase the Venue owners -Dubai international exhibition center change their prices which will be normally declared by January 2015 . Also Amendment / changes if any will be notified separately by Al Fajer information services with approval of WETEX -DEWA organizing committee.

Should you require any further information or assistance, please contact the concerned person in the key contacts below or at the Organizer's Office during the exhibition period.

Your key contacts are listed below:

The Organizer

DUBAI ELECTRICITY AND WATER AUTHORITY
P.O. Box: 564, Dubai, U.A.E.
Tel: +971-4-3244444 ext 460 / +971 4 3220604
Fax: +971-4-3248111 / 3244922 / 3244320
Email: branly.nassour@dewa.gov.ae

Contact : **Branly Nassour**
Vice President
branly.nassour@dewa.gov.ae

Marketing	Seminars
Ribal Dayekh Dubai Electricity and Water Authority P.O. Box: 564, Dubai, U.A.E. Tel: +971-4-3072006 E-mail: media@wetex.ae	Shahla Ahmed Mohd Bin Suleiman Dubai Electricity and Water Authority P.O. Box: 564, Dubai, U.A.E. Tel: +971-4-3244444 Fax: +971-4-3248111 E-mail:shahla.binsuleiman@dewa.gov.ae

We look forward to the pleasure of welcoming you at WETEX 2015

With Best Regards,

WETEX ORGANIZING COMMITTEE,
DUBAI ELECTRICITY AND WATER AUTHORITY

OFFICIAL SERVICE PROVIDERS

DWTC Management

Dubai World Trade Centre
Customer Care Centre
Hotline Number +971 4 308 6333
Fax: +971 4 318 8741
Email: exhibitors@dwtc.com

Security Control

Tel: +971 4 308 6299 (24hrs Service)
Tel: +971 4 308 6199 (24hrs Service)

Emergency Medical Services
Tel: +971 4 308 4040 (0700 - 2200)

Official Stand Contractor

Sumit Verma
Head - Production and Operations
Exhibitions & More
Tel: +9714 3406888 ext 250
Fax: +9714 3403608
Email: sumit@alfajer.net

Ibrahim Sayed
Dy. Head - Production & Operations
Exhibitions & More
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Project Coordinator
Exhibitions & More
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Email: sameer.m@alfajer.net

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Irfan
Al Fajer Travels, Tourism & Cargo
Tel: +9714 3869721
Fax: +9714 2869438
Irfan +971 55 7869594
irfan@afttc.ae

Shipping & Freight Forwarding

BRIDGEWAY SHIPPING / ELF SHIPPING LLC
P.O. Box 30344, Dubai, UAE
Tel: +971 4 2556220 Fax: +971 4 2686845
Mr. Manoj : +971 55 8990389
Mr. Malik : +971 55 4720397
Email : manoj.sharma@bridgewayelf.com
Email : ja.malik@bridgewayelf.com

Design & Graphics

Sujeet Bagchi
Sr. Graphic Designer
Al Fajer Information & Services
Tel: +9714 3406888 ext 219 Fax: +9714 3403608 Mob: +971 50 6562962 Email: sujeet@alfajer.net

EXHIBITION TIMETABLE

Build Up Schedule

Sunday 19th April 2015 Sunday 19th April 2015	00:01 – 23:00 hrs 08:00 – 23:00 hrs	Official Stand Contractor Space Only Exhibitors
Monday 20th April 2015	08:00 – 22:00 hrs 11:00 – 22:00 hrs	Space Only Exhibitors Shell Scheme possession of stands
		All exhibit and displays to be completed on or before 22:00 hr

Off-loading, re-loading and moving of heavy exhibits should be under the supervision of Bridgeway shipping / ELF shipping LLC. Exhibitors are therefore advised to use the service of Bridgeway / ELF shipping during the build-up and break-down dates. Any damage or injury caused without Bridgeway / ELF supervision is sole responsibility of the exhibitor and may result in penalties by the venue providers or any concerned authorities . For your logistics needs and onsite freight handling, you may contact **Bridgeway / ELF shipping LLC, Tel : +971 4 2556220, Email : manoj.sharma@bridgewayelf.com Or ja.malik@bridgewayelf.com**

Show Timing

Tuesday 21th April 2015	10:00 - 11:00 noon	Inauguration Ceremony / Show Opening
	10:00 – 18:00 hrs	Open to Business Visitors
Wednesday 22nd April 2015	10:00 – 18:00 hrs	Open to Business Visitors
Thursday 23rd April 2015	10:00 – 18:00 hrs	Open to Business Visitors

Breakdown

Thursday 23rd April 2015	18:00 hrs onwards	**Product Removal & Shell Scheme** Shell Scheme Stands will start dismantling from 19:00 hrs and exhibitors occupying shell scheme should ensure that their products & displays are removed promptly
Friday 24th April 2015	08:00 – 15:00 hrs	**Space Only** Stand fitting materials, machinery equipment & all exhibits items should be cleared no later than 15:00hrs

Goods left unattended at the end of the exhibition with no written instruction to Organizers will be moved from the halls at 16.00 hrs of April 24 2015. The Organizers and their Official service provider are not responsible for any of the unattended items at the stands during the build-up or breakdown period. The organizer reserves the right to remove any exhibit. after 20:00 hrs on the break down date

The Organizers Office will be transferred/functioning in The Dubai International Exhibition Centre effective from Sunday April. 19, 2015 onwards till Thursday April. 23, 2015.

EXHIBITOR CHECK LIST & ORDER FORM

S No.	EXHIBITOR CHECK LIST & ORDER FORM	RETURN TO	FORM	DEADLINE	ACTIONED
1	Fascia	Al Fajer	1	29 March 2015	
2	Exhibitor Admission Passes	Al Fajer	2	29 March 2015	
3	Catalogue Entry	Al Fajer	3	29 March 2015	
4	Catalogue Advertisement	Al Fajer	4	29 March 2015	
5	Exhibitor Banner	Al Fajer	5	29 March 2015	
6	Freight Forwarder	Bridgeway / ELF	6	01 March 2015	
7	Furniture & Systems Rental	Al Fajer	7	29 March 2015	
8	Audio Visual	Al Fajer	8	29 March 2015	
9	Electrical Items	Al Fajer	9,9A	29 March 2015	
10	Electrical Supply (Space Only)	Al Fajer	9B	29 March 2015	
11	Electrical Requirements	Al Fajer	9C	29 March 2015	
12	Electrical Supply For Ceiling (Space Only)	Al Fajer	9D	29 March 2015	
13	Water Supply & Drainage	Al Fajer	10	29 March 2015	
14	Compressed Air	Al Fajer	11	29 March 2015	
15	Data & Telecom Services	DWTC/ cc to Al Fajer	12	29 March 2015	
16	Stand Building Contractor/Stand Design Approval	Al Fajer	13	29 March 2015	
17	Temporary Booth Attendant	Al Fajer	14	29 March 2015	
18	Visa Request	Al Fajer Travels	15	29 March 2015	
19	Hotel Reservation	Al Fajer Travels	16	29 March 2015	
20	DWTC Catering Services (DWTC 36)	DWTC/ cc to Al Fajer	17	29 March 2015	
21	DWTC Stand Cleaning Services (DWTC 34)	DWTC/ cc to Al Fajer	18	29 March 2015	
22	Stand Security Coverage	DWTC/cc to Al Fajer	19	29 March 2015	
23	Visitor Invitation	Al Fajer	20	29 March 2015	
24	Public Relations	Al Fajer	21	29 March 2015	
25	Indemnity and Waiver	Al Fajer	22	29 March 2015	
26	Superior Shell Scheme Form	Al Fajer	23	29 March 2015	
27	Graphic Form	Al Fajer	24	29 March 2015	
28	Rigging Form	DWTC/cc to Al Fajer	25	29 March 2015	
29	Badges Preparation & Distribution	DEWA	26	2 April 2015	
30	Carpet Order (Needle Punch + Cut Pile)	Al Fajer	27, 27 A	29 March 2015	
31	Designing Brief	Al Fajer	28	29 March 2015	

PLEASE NOTE:
All Forms must be returned to the representative bodies within the stipulated deadline. In order to expedite requirements, please enclose all the necessary design plans, publicity materials and payments to the parties concerned. Exhibitors participating in the exhibition after

SPONSORSHIP PACKAGES

STRATEGIC SPONSORS/STRATEGIC MEDIA SPONSOR (AED 500,000 / USD 136,240)

1. Free stand area of 100 square metre at a prime location
2. Logo of Sponsor to be placed on venue branding during the exhibition wherever applicable
3. Logo of Sponsor to be part of above the line activities of WETEX, locally and regionally 'wherever applicable' (Print, TVC, Online banners, etc.)
4. Sponsor will be entitled to international media coverage, where the logo of the Sponsor will be part of international above-the-line media activities of WETEX wherever applicable
5. Logo of Sponsor to be placed on the Outdoor activities 'if applicable'
6. Logo of Sponsor of WETEX website with hyperlinks leading to the Sponsor's website
7. Logo of Sponsor to be part of below the line activities of WETEX. (Badges, Exhibitors manuals, etc.)
8. Exclusive invitation to the press conference and potential opportunity for media coverage
9. Logo of Sponsor to be placed on email shots promoting WETEX
10. Special badges for Sponsors' delegates
11. Exclusive VIP invitations to WETEX Gala Dinner with reserved prime seating
12. Free participation at the seminars
13. Thank you ads for Sponsors to be released in newspapers after the exhibition
14. Sponsors will be honored at WETEX Gala Dinner
15. Sponsor's logo in brochures, flyers, official publication and trade visitor invitation
16. Sponsor's brochure will be placed at the trade visitor registration counters 'if applicable'
17. Invitation for the opening ceremony and presence on the backdrop of all related events 'wherever applicable' (seminars.)
18. Logo of Sponsor on exclusive Business Visitor registrations counters
19. Logo of Sponsor on the front page of WETEX Exhibitors' catalogue
20. Provide exclusive coverage through PR report in Arabic dailies (500 words)
21. Full page colour advertisement in WETEX Exhibitors' CatalogueNote: For strategic Media Sponsors, point 1 may be replaced by an exclusive onsite booth for interviews outside the hall, if applicable.

Note: For strategic Media Sponsors, point 1 may be replaced by an exclusive onsite booth for interviews outside the hall, if applicable.

PLATINUM SPONSORS/PLATINUM MEDIA SPONSORS (AED 400,000 / USD 108,990)

1. Free stand area of 60 square metre at a prime location
2. Logo of Sponsor to be placed on venue branding during the exhibition wherever applicable
3. Logo of Sponsor to be part of above the line activities of WETEX, locally and regionally 'wherever applicable' (Print, TVC, Online banners, etc.)
4. Sponsor will be entitled to international media coverage, where the logo of the Sponsor will be part of international above-the-line media activities of WETEX wherever applicable
5. Logo of Sponsor of WETEX website with hyperlinks leading to the Sponsor's website
6. Logo of Sponsor to be part of below-the-line activities of WETEX. (Badges, Exhibitors manuals, etc.)
7. Exclusive invitation to the press conference, and potential opportunity for media coverage8. Logo of Sponsor to be placed on email shots promoting WETEX
8. Special badges for Sponsors' delegates
9. Exclusive VIP invitations to WETEX Gala Dinner with reserved prime seating
10. Free participation at the seminars
11. Thank you ads for Sponsors to be released in newspapers after the exhibition
12. Sponsors will be honored at WETEX Gala Dinner
13. Sponsor's logo in brochures, flyers, official publication and trade visitor invitation
14. Invitation for the opening ceremony and presence on the backdrop of all related events 'wherever applicable' (seminars.)
15. Logo of Sponsor on exclusive Business Visitor registrations counters
16. Half-page colour advertisement in WETEX Exhibitors' Catalogue

GOLD SPONSORS (AED 200,000 / USD 54,500)

1. Free stand area of 30 square metre at a prime location
2. Logo of Sponsor to be placed on venue branding during the exhibition wherever applicable.
3. Logo of Sponsor to be part of above-the-line activities of WETEX, locally and regionally, wherever applicable (Print, TVC, Online banners, etc.)
4. Logo of Sponsor of WETEX website with hyperlinks leading to the Sponsor's website
5. Logo of Sponsor to be part of below-the-line activities of WETEX. (Badges, Exhibitors manuals, etc.)
6. Exclusive invitation to the press conference
7. Logo of Sponsor to be placed on email shots promoting WETEX
8. Exclusive VIP invitations to WETEX Gala Dinner with reserved prime seating
9. Special badges for Sponsors' delegates
10. Logo of Sponsor on exclusive Business Visitor registrations counters
11. Free participation at the seminars
12. Thank you ads for Sponsors to be released in newspapers after the exhibition
13. Sponsors will be honored at WETEX Gala Dinner
14. Sponsor's logo in brochures, flyers, official publication trade visitor invitation
15. Invitation for the opening ceremony and presence on the backdrop of all related events 'wherever applicable' (seminars.)
16. Quarter-page colour advertisement in WETEX Exhibitor's Catalogue

TERMS & CONDITIONS

1. All BeneAts highlighted in the package will be provided from the contract date only
2. All media related coverage will start from 2 weeks of the contract date onwards subject to receiving high resolution logo from the Sponsor
3. PR Coverage will be subject to receiving the approved content at least 3 weeks before the planned activity

SERVICES

"SPACE ONLY" EXHIBITORS, PLEASE NOTE:
Design and dimensioned drawings must be sent for the approval of DWTC & Al Fajer 30 days prior to the event. All materials used in the construction of any items of stand fitting or display work must be fireproofed or of non-flammable materials. They must be pre-fabricated and decorated prior to arrival at the halls. Oil based paints and glues are strictly forbidden. Double-decker stands are allowed provided it is checked and approved by DWTC & Al Fajer. All stands should be free standing. Digging holes nails and screws is not allowed within the halls.

2. In-Hall Operations Schedule
During the build up period, the exhibition halls will be open from 0800 hours to 2300 hours everyday.

FOR EXHIBITORS WHO AVAIL OF THE SHELL SCHEME STAND
The Exhibit Builders will take a day to build the stands. Exhibitors are not allowed entry into the Halls during the first day of the build-up. We prefer that Exhibitors unload their goods and arrange their displays only after the stands have been set-up. This will greatly facilitate our operations. Exhibitiors would be given one full day (11:00 am to 22:00 hours) to arrange their exhibits for display. The furniture and electrical items requested in your order forms will be placed at your stand on the first day of build-up. Additional items can be ordered at the Organizer's Office on site. However such orders will be subject to availability and a surcharge of 20%.

FOR "SPACE ONLY" EXHIBITORS
Exhibitors who will have their stands built by non-official contractors, can start the build-up (Sunday 19 April 2015, 0800 hours onwards) They are however, requested to check with our Technical Manager for the exact time when they can actually start.

FREIGHT DELIVERY
Our Official Freight Forwarder will bring the goods to your stand inside the Exhibition Hall once the stands are ready. If your goods have been delivered to Dubai by other freight forwarders, please ensure that your freight forwarder coordinates with the Official Freight Forwarder.

MOVING OF GOODS
Large and heavy goods that cannot be hand-carried by the Exhibitor can only be taken in/out through the exit gates of the hall and not through the main entrance of the foyer. For any goods being taken out of the hall, a Gate Pass from the Accounts Section of the Organizer's Office will have to be presented to the Security Guards manning the exit gates.

No trolleys will be allowed in the aisles of the hall when the Exhibition is open to visitors. Trolleys can only pass through the exit gates of the hall and are not allowed to go through the main entrance.

RE-STOCKING/MAINTENANCE OF
Normally, re-stocking can be done during the lunch break. However, all exhibitors are requested to check with the Organizer's Office on site for the exact timings.

Under special circumstances, permission may be granted for maintenance or repair work after the Exhibition closes. However, the Organizer's Office on site must be notified at least 30 minutes before the exhibition closes. This will enable arrangements for the admission of workmen and the provision of lighting, etc. Any changes imposed upon the Organizer by the Dubai World Trade Centre will be passed on to the Exhibitors concerned.

REMOVAL OF EXHIBITS
Light and small Exhibits must be packed and carried away right after the exhibition closes on the last day. Exhibitors must ensure that heavy exhibits and other goods are properly packed and marked and removed from the exhibition hall by 1500 hours on 24 April. Dismantling of the stands will be begin at close of exhibition on the last day ie 23 April at 1800 hours. The halls will be open the next day ie. 24 April from 0800 to 1500 hours for this purpose. The Official Freight Forwarder will assist you in re-packing heavy Exhibits upon your request.

ACCOUNTS
All outstanding accounts must be settled DURING THE COURSE OF THE EXHIBITION. Gate passes for removal of Exhibits will be issued by the Accounts Department at the Organizer's Office on site only if all accounts are cleared and settled.

3. Communication Facilities
The Emirates Telecommunications Corporation Limited (ETISALAT) are the official suppliers and installers of telecommunication equipment in the Emirates. They provide telephone, facsimile, telex, and internet access.
Public telephones (card operated) are available in the foyer of the Exhibition Halls for use of exhibitors and visitors. Temporary telephone or facsimile lines with worldwide access and code-barring facility can be installed at your stand during the Exhibition period. Exhibitors who wish to avail of this facility, should place their order in Form No. **12 (30 days prior to the event).** Mobile telephones on daily rental basis are available. Please contact the Organizer's Office on site for hire of the same.

4. Freight Information
Bridgeway / Elf Shipping LLC has been appointed as the Sole Official Freight Forwarder & Onsite Handling Agent for Wetex-2015. Only official freight forwarder would be allowed to operate with in the exhibition premises and the exhibition halls..Their contact detail is as follows:

BRIDGEWAY SHIPPING / ELF SHIPPING LLC
PO.BOX. 30344, DUBAI, UAE.
Tel: +971 4 8855902 Fax: + 971 4 8855903
Email : manoj.sharma@bridgewayelf.com
ja.malik@bridgewayelf.com

Below is a brief outline of the documentation requirements to custom clear exhibition cargo in Dubai. You are requested to kindly read and follow the information below and contact the Official Freight Forwarder for detailed Shipping instructions. All the business transactions are undertaken in accordance with latest version of the National Association of Freight & Logistics (NAFL) Standard Trading Conditions, copy of which will be provided on request

Note: *Handling equipment or labour other than provided by the freight forwarder and on-site handling agent may not be allowed.*

A) SHIPMENT ARRIVAL DEADLINES

Sea freight

Documents : Originals 5 working days prior to the vessel arrival
Shipment : Latest 10 working days prior to opening of show or your intended work commencement date on site
Seaport : Port Jebel Ali
Freight : PRE PAID

Airfreight

Documents : Copies by fax and originals Attached to the AWB
Shipment : Latest 5 working days prior to opening of the show or your intended work commencement date on-site
Airport : Dubai International Airport
Freight : PRE PAID

B) CONSIGNEE DETAILS

All Bills of Lading and the Airway Bills should be consigned as follows:

Consignee:
ELF SHIPPING LLC
P.O. Box 30344, Dubai, UAE
Tel: +971 4 2556220 Fax: + 971 4 2686845
For: Wetex 2015,21-23 April

Notify:
Name of the Exhibitor
at Wetex 2015
Hall / Booth.No…..

C) DOCUMENTATION

Bill of Lading, Airway Bill, Commercial invoice, Packing List, Certificate of Origin and other documents must be made as follows. All Houseway Bills will be treated as separate shipment.

Documents

Sea freight		**Air freight**	
Bill of Lading	- 3 Originals	Airway Bill	- Copy
Commercial Invoice	- 3 Originals	Commercial Invoice	- 3 Originals
Packing List	- 3 Originals	Packing List	- 3 Originals
Certificate of Origin	- 1 Original		

The Certificate of Origin should be issued by the Chamber of Commerce in your country. Exhibitors and Forwarders Certificate of Origin is not acceptable to Dubai Customs.

Original documents as stated above are a must. There is a penalty of USD 300 per document if the originals are not produced. Original documents implies documents signed in blue ink with company seal / stamp in Original. No Photocopies please. Also, in absence of the original documents the shipment would undergo more procedures that would take longer for custom clearance and cause delays.

Commercial Invoice

Commercial Invoice and all other documents should be made out in English language and as per the regulations laid down by UAE Customs Authorities. Word 'Proforma' should not be mentioned on the invoice. The invoices should be consigned as:

ELF SHIPPING LLC
Po.Box. 30344, Dubai, UAE.
Tel : +971 4 2556220 Fax : +971 4 2686845
For Wetex 2015
Hall.No Booth.No

Each invoice should be explicit with Individual value for each items, quantity, type, serial numbers, HS Code. The value of the invoice should be CIF and a clear breakup (separate) of cost, Insurance and Freight should be mentioned. In absence of the breakup/ separate values, the customs would treat the value as FOB and load insurance and Freight to determine the CIF value. Please note the customs duty applicable is on the assessed CIF value and not as declared on the invoice, which we will have no choice but to accept. Separate invoices should be made for temporary and permanent imports. Invoices should include:

"Goods are intended for exhibition purpose only and would be exported after the close – Temporary imports."OR "Goods are for free distribution purpose at "Name of the exhibition" – Permanent Imports"

It is absolutely essential that the Commercial Invoice/Packing List have the same identification mark that on goods for customs examination for the purpose of claiming duty refund.

Packing List

Packing List must be in detail indicating identification mark of each product, the number of cases, gross weight and measurement of individual case. It is suggested that a copy of the packing list be kept in each box.

Certificate of Origin

Details on the Certificate of Origin is issued by the Chamber of Commerce must correspond with those shown on all the other documents.

D) CASE MARKING

All packages must be marked clearly and markings, except for food products, must be in English and should be displayed at least 2 sides of each package.

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Name of the exhibitor (as in Fascia)

Hall number / Stand Number

Gross Weight in kgs

Dimensions L x W x H in cms

Case Number (This should tally with the packing list and invoice)

E) CUSTOMS DUTY/DEPOSIT

All shipments will be cleared on temporary import against payment of 5% of CIF value unless advised in advance. All duty Deposit amount must be paid in advance.

Deposit amount may be re-claimed upon proof of re-export of the goods, within 45 days of the import date. However, final decision rests with Customs Authorities.

Under normal circumstances it takes 2 to 3 months from the date of re-export to receive the duty refund from the customs authorities. If the duty amount is less than US$ 300 outright duty will be paid, as it will not be worth claiming the duty refund.

ELF shipping LLC, can make a customs deposit / Bond on behalf of the exhibitor, using our customs standing guarantee, for which bond fee will be applied @ 0.75 % of the CIF Value subjected to minimum USD 50.00 per shipment

F) INSURANCE

Bridgeway / ELF shipping LLC, does not insure the goods unless specifically advised to do so. It is the exhibitor's responsibility to ensure that all goods are covered by a fully comprehensive marine insurance for round the trip journey, i.e from their premises to stand, during the exhibition until return to the exhibitor's premises. Such insurance shall include a waiver of subrogation against Bridgeway / ELF shipping LLC and its subcontractors.

G) DANGEROUS GOODS/ RESTRICTED GOODS

Any goods of hazardous nature and/or containing radioactive materials should be listed on the Commercial Invoice with any relating pictures,codes, stand position and specification by the deadline. Full particulars should be supplied to Bridgeway / ELF Shipping to arrange suitable storage / transportation / handling. Exhibitors who are in doubt as to whether the import of certain goods into the UAE is restricted should contact the relevant government trade offices in their country of origin. It is strictly prohibited to import alcohol.

H) OVERSIZE GOODS

All single pc., more than 1.5mts in any dimension and or above 2500kgs is considered as oversized goods. Since these exhibits would be the first to move in, it is essential that the following is advised to Bridgeway / ELF Shipping LLC.

Arrival details of the shipment

Stand layout plan

Exhibit weight/ dimensions and Handling method/ instructions

Machine drawings/catalogues.

It is also a must that the exhibitor or their representative is available on the 1st day of move in to supervise handling and placement / positioning of the exhibits. Any non compliance of the above will cause delays and may jeopardize the smooth buildup of the exhibition.

I) TERMS OF PAYMENT
All services for shipments attending the event must be paid in advance, either by bank transfer or by cash at our office before the exhibition begins.

5. Security
Dubai International Exhibition Centre will engage a security agency to ensure the security and safety of your exhibits at the Exhibition Halls. While we will make all reasonable arrangements for security coverage, we are not responsible for the security of a stand, its exhibits and contents (that includes personal property). The mentioned items will be the sole responsibility of the Exhibitor. All Exhibitors must arrange their own insurance to cover all risks and stages (right from the shipment date till the re-shipment of goods).

General security arrangements for the exhibition will be controlled by the Organizers in conjunction with the local authorities in Dubai. Security personnel will patrol the exhibition halls in general but their duties will not include special attention to individual stands. Exhibitors should exercise due care and attention with regards to safety of their exhibits. Valuable items and smaller exhibits, which may be easily stolen, should be kept in a secure place. If your displays are valuable and sensitive, it is advisable to hire security personnel to attend to your stand exclusively,

Any Queries related to service departments is now handled by Customer Contact Centre Helpline: +9714 308 6333,
Fax : +9714 3188741, E-mail: exhibitors@dwtc.com

It is recommended that a member of staff man the stand at least half an hour before the exhibition opens and until all visitors have left the hall. Under no circumstances should a stand be unmanned during the open periods of the exhibition.

While the Organizers will make all reasonable arrangements for security coverage, they are not responsible for any loss or damage, which may occur, and it will be the exhibitor's responsibility for the security of their stand, its exhibits. and contents including personal property. Appropriate insurance coverage should be arranged.

6. Temporary Personnel
DWTC is no more responsible for providing Temporary Staff / Personnel anymore for any events held at the Venue.
This service is available widely in market. Preferred suppliers are Hostex

TEMPORARY-WORK PERMIT FEES

- ❑ One Month 300 Dhs + 10 Dhs (Knowledge Fee)
- ❑ 3 Months 500 Dhs + 10 Dhs (Knowledge Fee)
- ❑ 6 Months 700 Dhs + 10 Dhs (Knowlege Fee)
- ❑ One Year 1500 Dhs + 10 Dhs (Knowledge Fee)

Recruitement Documents for the Temporary Work Permit:-
1) Letter from the sponsor company that shows the name of the person who will work & the period of work, with stamp and signature of the authorized person on the company.
2) Copy of Company License.
3) Copy of Establishment Card.
4) Passport copy of the person who will work, and the residence should be issued with occupation (Not authorized to work).
5) Passport copy of the current sponsor.
6) 2 PHOTOS
7) No objection letter from the current sponsor.

REQUEST FOR TEMPORARY WORK PERMISSION

Demand Number:_____

Applicant Details:_____

Full Name: _____

Sex: _____

Date of Birth: _____

Nationality:_____

Passport No:_____

Date of Issue:_____

Expiry Date: _____

Contact Number: _____

File Number: _____

Expiry Date: _____

Sponsor Details: _____

Sponsor Name:_____

Nationality: _____

Establishment Details: _____

Sponsor Name:_____

Fledge: _____

The establishment is committed upon employee right by following the Labor Law number (8) 1980 or Civil Transactions Law number (5) 1985 & the Law entry and residence of foreigners.

Naturalization & Residency Administration-Dubai: _____

We agreed for the above mentioned person to have a permit-work in the mentioned establishment to work

...../...../..... **...../...../....** **For period of:.....months**

From: ...../...../..... **To: ...../.../.....**

Naturalization & Residency Administration

Date:...../...../.....

7. Car Parking
The main car park for Wetex 2015, Car Park is Opposite Novotel Hotel.

8. Admission of Exhibitor Stand Personnel
For the convenience and easy movement of Exhibitors, "Exhibitor Passes" will be issued for use throughout the Exhibition.

A limited number of 3 Passes/9 sqm. will be issued "FREE OF COST" to each Exhibitor. Details of staff manning your stand should be entered in Form No.2 and returned to the Organizer 30 days prior to the event.

For security reasons, Exhibitors are requested to wear the badges provided throughout the Exhibition. The badges are non-transferable.

All Exhibitors are requested to collect their passes from the Organizer's Office on arrival at the fair ground and prior to the opening of the Exhibition.

9. Insurance
The Organizer shall not be responsible for the loss or damage to any property of the Exhibitor or any other person caused by theft, fire,defect in the Trade Centre Exhibition Hall, storm, tempest, lightning, national emergency, civil unrest, war, labor disputes, lockouts, explosions, acts of God and general cases of force majeure whether or not ejusdem generis with the foregoing or any cause not within the Organizer's control or for any loss or damage sustained in the event that the opening or holding of the Exhibition is prevented, postponed or abandoned or if the Hall becomes totally or partially unavailable for the holding of the Exhibition due to any of the foregoing causes. The Exhibitor shall indemnify and hold the Organizer safe and harmless from all loss and damage to person or property and all claims arising out of the Exhibitor's stand fittings and for the exhibitor's portion of the shell scheme and for any loss or damage to the basic shell scheme stand. The Exhibitor is advised to take out insurance cover for the purpose of indemnifying the Organizer as a foresaid and also to cover itself against all risks in respect of the Organizer is expressed not to be responsible in these conditions.

10. Admission of Contractor Personnel
"Contractor Badges" permitting Non-Official Contractors and their workmen to enter the Exhibition Halls for the purpose of construction and dismantling during the build-up and dismantling period, will be issued by DWTC.

Details of the Non-Official Contractors should be filled in Form No. 13 Before being granted such badges, the Non-Official Contractor will be required to pay a refundable "Performance Bond" of Dhs 100/- per square meter or a maximum of Dhs 10,000/- to the Official Stand Building Contractor. This is to ensure completion of work, complete removal of debris and to cover any damages done by the Non-Official Contractors to the Exhibition Halls and exhibits. Please ensure that all your workmen/contractors wear their badges at all times during the build-up and dismantling periods while working on their stands. Workmen without their identification passes may be denied access to the Exhibition Hall by our Security Personnel.

11. Rules & Regulations
The rules and regulations stipulated herein are for security and safety reasons. Exhibitors and Contractors must observe the rules and regulations to ensure smooth operation.

DUBAI INTERNATIONAL EXHIBITION CENTRE

EXHIBITION HALLS 1 to 8 (Maximum height allowed - 6 meters).

ZA'ABEEL HALL (Maximum height allowed - 5 meters).

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Please note: As per Dubai Municipality law, the entire complex has been declared non-smoking venue. Smoking is allowed outdoor in designated areas

Exhibition Halls 1 to 8 are purposely built, fully serviced Exhibition Halls, located side by side, providing a combined total area of 34,832 square meters of gross floor space. The Halls form the major part of the Dubai World Trade Centre Exhibition complex which includes associated marshalling/goods yards and car parking for up to 3000 vehicles. The Exhibition Halls are located within 100 meters of the Dubai World Trade Centre Tower, the World Trade Centre Hotel (formerly HILTON) and the Congress Centre.

Exhibition Halls 1 to 8 have lighting, air-conditioning, exhaust fans, public address systems, full fire protection systems and under floortrunking (this trunking can also be used for water and compressed air). Electrical distribution points are located along the rear and side walls and water, waste and compressed air connections are available for perimeter sites and island sites.

REGULATIONS FOR USE
The Organizer will endeavor to inform the exhibitor of changes to rules, regulations, bye-laws and ordinances that would affect the Exhibition.

Subject to the clause above, the Organizer will not permit anything in or near the Trade Centre which in any way conflicts with any regulation of the Fire, Police or Health Department or with any rules, regulations, bye-laws or ordinances of the Municipality of Dubai or of any other government authority having jurisdiction over the Trade Centre or the business conducted therein, and the License shall prohibit any such act.

The Exhibitor shall take care of the premises and shall observe and comply with the Regulations For Use prevailing at the time the Exhibition is held. The Exhibitor is always notified by the Organizer indue time of said regulations.

Thus, the Exhibitor shall not without the express consent of the Organizer:

- Fix or permit to be placed any nails, hooks, tacks, screws or other similar items on to any of the premises.
- Paint any part of the premises
- Apply any adhesives to the floor, walls, ceilings or other parts of the premises.
- Place or permit to be placed any signs on any walls or in any passageways of the premises.
- Make alterations, additions or improvements to the premises.
- Bring any animal into the Trade Centre

Perform any such act or acts which might damage the premises of the Trade Centre or be a nuisance to the exhibitors in the Trade Centre and in particular (but without prejudice to the generality of the foregoing) shall not use any loudspeaker systems or other apparatus to transmit and amplify voice and/or music sounds in such a manner as would disturb or cause a nuisance to other exhibitors in the Trade Centre.

All loading and unloading of merchandise, supplies, materials, garbage and refuse shall be done only through or by means of such doorways, passage and elevators as the Organizer shall designate at the time.

1. **Contract for Space:** The contract for space, the formal notification of space assignment and the full payment fees constitutes together a contract between the exhibiting organization, hereinafter known as Management, for the right to use space for Wetex-2015. The contract is based upon the plan of exhibit rates shown thereon and the general information contained in the exposition prospectus and sales kit, all of which are to be considered along with details on all pages of this form as part of the contract. All measurements shown on the floor plan are approximate and the Management reserves the right to make such modifications as deemed necessary making equitable adjustment with any exhibitor or exhibitors thereby affected. The management also reserves the right to adjust the floor plan to meet the needs of the exposition.

2. **Installation and Dismantling of Exhibits:** Delivery of freight, installation of exhibits and completion of erection of exhibits will take place on the dates specified. The exhibits must be ready for inspection not later than 8:00am of the first show day. Should an exhibit not be set by 10:00am of the first show day, the Management reserves the right to have the Official exhibit Services Contractor install the Exhibit or remove unopened freight at the expense of the exhibitor. Dismantling may not begin until the close of the exposition on the final show day. Goods and materials used in any display shall not be removed from the exhibit hall until the exposition has officially been closed. Any exception to this rule must have written approval of Management. Dismantling must be completed and all exhibit materials removed by the final move out date and hour shown. ***(NOTE: Exhibitors are advised to remove small, portable items immediately upon conclusion of the exposition.)***

3. **Storage Boxes and Packing Crates:** Exhibitors will not be permitted to store boxes or packing crates in or behind exhibit booths. Prior to 8:00am of the first show day all boxes and crates will be placed in storage provided they are properly labelled for storage. Those not so labelled will be removed and destroyed as refuse.

4. **Floor Plan:** The floor plan for this exhibit will be maintained as originally presented wherever possible. However, Management reserves the in qualified right to modify said plan to the extent necessary for the best interests of the exhibit, the exhibitors and the industry.

5. **Applications for Space-Conditions:** Reservations must be made on the Space Application form which must contain complete information. Management reserves the right to reject applications for space. It is a policy to limit the use of exhibit spaces to firms whose products or services contribute to the purposes of Wetex 2015. No cash sales will be permitted.

6. **Payment Schedule/Cancellation or Reduction of Space:** The payment details are listed on the brochure. Cancellation of this contract or reduction of space must be in writing, and by mutual consent of the applicant and Management, except that Management may unilaterally cancel this contract for non-payment if any balance due by the date specified, if cancellation or deduction of space is agreed, applicant will be entitled to a refund based on the following schedule:

   Cancellation of Reduction of Space Penalty: Space cancelled or reduced on or before 31st January 2015 will be charged a service charge Dhs.500 on the net cost of the original space. The full contract price is due and payable and non-refundable for any space cancelled or reduced after 31st January 2015 All demonstrations must be within the confines of the exhibit space. Aisles must not be obstructed at any time by exhibitor personnel or attendees. Management reserves the right to unilaterally determine if a demonstration interferes with adjacent exhibit spaces and may, if necessary order its discontinuations.

Note: Please refer to the exhibitor manual for specific booth dimension instructions.

7. **Space Assignment:** Space assignment will be indicated on the accepted contract. However, should conditions or situations warrant, Management have the unqualified right to reassign space for the best interest of the exposition. Exhibitors must rent sufficient space to contain their exhibit completely within the confines of booth lines. Heights and Depths address in Section 11 must be observed Exhibitors may take photos or videos of their display, however, they are not permitted to directly take pictures of any other display or instruct other to take such pictures, without written permission by Management and the exhibitor whose display is being photographed. Exhibitors must respect the privacy of other exhibitors and not intrude or disrupt another exhibitor while they are conducting business on the show floor.

8. **Sharing/Subletting Space:** No Exhibitor shall assign, sublet, or apportion the whole or any part of the space allotted, or have representatives,equipment or materials from other than their own firm in the said space. Management policy prohibits subcontracting of exhibit space. Should the exhibitor decide to cancel exhibit space reverts back to Management. Independent Contractors Notification to use an independent contractor to install/dismantle exhibits must be received sixty (60) days prior to the first day of the show.

If an exhibitor selects to use any contractor other than the official contractors assigned by DEWA, DEWA is not in a position to intercede in disputes on behalf of the exhibitor. Notification to use independent contractor (s) must go to both show Management and the Official Exhibit Services Contractor.

9. **Exhibitor Personnel:** Each Exhibitor will furnish Management in advance, the name of those persons who will staff the booth on behalf of the exhibitor. Personnel will be admitted to the show floor at 8:00 AM each day. In the event earlier admission is required special permission must be obtained from Management. Exhibitor's representatives manning the exhibit will be owners, employees, or agents of exhibiting companies, and such representatives will wear proper badge identification furnished by the exposition. Such badges will be supplied upon presentation of the list of personnel by the exhibitor. Each exhibitor will place on file in the Show Management Office the name of the representative including (hotel or local phone number) who has primary responsibility on the floor for the exhibitor's display and who is authorized to make decisions for the exhibitor as requested by the Management onsite or in case of emergency.

Note: Supplying exhibitor personnel badges to current or prospective customers by exhibitors is expressly forbidden. If such use of exhibitors badges is made and this is recognized, individuals wearing said badges will be removed from the premises and badges will be confiscated. Management will supply visitors passes which the Exhibitor may distribute to said customer for purpose of attendee registration. The Exhibitor personnel registration is to be used solely for employees or agents of the Exhibitor.

10. **Displays and Construction:** Management has arranged for a standard uniform booth background, including header sign with exhibitor's name and booth number. Equipment must be spotted within the confines of the exhibit space and allow sufficient space for exhibitor personnel to conduct business within the space. Management is not responsible for music used by exhibitors, and Exhibitor hereby agrees to indemnify, defend and hold harmless Management for any and all costs or damages, related to any copyright violations that result from Exhibitor's failure to obtain the appropriate license (s). Balloons, horns, odours, or congestion in Exhibitors booths are not permitted.

11. **Contractors Services:** All services such as furniture, carpeting, labour, cleaning, storage of boxes and crates shipping and other special services must be arranged through the Official Exhibit Services Contractor. An Exhibitor Service Manual will be provided with proper forms for ordering such services.

    Forms should be carefully prepared and returned by the deadlines noted to avoid late charges. Giveaways, demonstration, and/ or entertaining the attendees, booths must be arranged so attendees coming into the exhibit do not block aisles or overlap in to neighbouring exhibits. The operation of equipment indoors will not be permitted on a continuous basis Operation of equipment may be approved for demonstration purposes for short periods approximately one to five minutes, provided Management is notified in writing thirty (30) days prior to the first day of the show. Booths must be policed by each exhibitor so disruption or level from any demonstration or sound system or equipment producing sound is kept to a minimum and does not interfere with others. Remember, the use of sound systems or equipment producing sound is an exception to the rule, not a right. Management reserves the exclusive right to determine at what point a disruption or sound level constitutes interference with other exhibits and must be discontinued. All property of the exhibitor is understood to remain in the exhibitor's custody and control in transit to or from or within the confines of the exhibit hall and subject to the rules and regulations for the exposition.

Note: Exhibitors are to carry insurance to cover exhibit materials against damage and loss and public liability insurance against injury to the person and property of others. By executing the Contract for Exhibit Space, Exhibitor warrants that there is in effect said insurance policy covering the Exhibitor, with coverage remaining current through Exhibitor's occupancy. Exhibitor's must comply with all state, local, and exposition facilities' safety regulations. Corrections will be made at Exhibitor's expense. If corrections cannot be made, exhibit shall be removed at Exhibitor' s cost with no liability accruing to Management. Under no circumstances may the weight of any exhibit materials exceed the specified maximum floor load of the exhibit hall. Exhibitors accepts full and sole responsibility for any injury or damage to persons or property resulting from failure to distribute the placement of his exhibit material to conform with the floor loading specifications.

12. **Indemnity:** Exhibitor agrees to indemnify, defend, and hold harmless Management, its officers, employees and agents from and against any and all third party claims and other liabilities (including reasonable attorney's fees) that are caused by, arise from, or grow out of the negligent acts or omissions of the Exhibitors, its agents, officers, employees, representatives, servants, invites, patrons, or guests.The exhibitor is charged with knowledge of all local laws, ordinances, and regulations pertaining to business licenses, health, fire prevention, and public safety affecting his participation in the exposition. Compliance with such laws in mandatory for all exhibitors and is the sole responsibility of the exhibitor. If unusual equipment is to be installed, the exhibitor must communicate with Management for information concerning the facility or applicable regulations.

    Management will not be liable for the fulfilment of this contract as to the delivery of space if non-delivery is due to any of the following causes: By reason of the building being destroyed or substantially damaged by fire; act of God; public enemy; strikes; authority of law; or any other cause beyond the control of Management. In the event of not being able to hold the exposition for any of these reasons, Management will refund to each exhibitor the amount they paid for their space less a prorated share of all the expenses incurred for the exposition up to the date of required cancellation.

13. **Character of Exhibits:** It is the desire of Management that each exhibitor design and create and exhibit of an attractive nature which will enhance the overall appearance of the exposition and be a credit to the industry.

    Management reserves the right to approve the character of the display and to prohibit any display which, because of noise or other objectionable features, detracts from the general character of the exposition. Exhibits must be in good taste as determined by Management. It is the exhibitors responsibility to create an attractive display area. The exhibitor is required to provide carpet to cover the area contracted, including under carpet equipment. Any part of an exhibit space which does not compliment the purpose of the exhibition must be corrected at the exhibitors expense. Management reserves the unilateral right to correct any unsightly exhibit and the exhibitor agrees to pay Management for expenses incurred in making the necessary alterations.

14. **Gadgets, Gimmicks, demonstrations, music and sound:** Side show tactics, scantily clad individuals, or other undignified promotional methods will not be permitted. Exhibitors are asked to observe the "good neighbour" policy at all times. Exhibits should not be conducted in a manner not to be objectionable of offensive to neighbouring booth. The use of photographers, musicians, entertainers, loud speakers, sound system equipment and noise making devices are restricted to within the exhibitor's booth. Management reserves the right to determine when such items become objectionable.
15. **Other Exhibits:** The Exhibitor agrees that neither they, their agents, nor their distributors will distribute publications or conduct any other display or exhibit any equipment hearing their trademark within a three mile radius of the exposition covered by this contract or its officially designated hotel properties during the dates of said exposition. This limitation does not apply to participation in other trade association exhibitor's regular place of business or showroom. Violation of this provision by an exhibitor will constitute a breach of the contract and Management may, in its sole discretion, cancel this contract and exhibitor will remove their display and any equipment contained in the exhibit hall and forfeit all payments pursuant to this contract.
16. **Soliciting-Access to List, Samples & Prizes:** No soliciting of registrants shall be permitted in the aisles or in other exhibitor's booths. Samples, catalogues, pamphlets, publications, souvenirs, etc. may be distributed by exhibitors and their representatives (including hosts and hostesses) only within their own booths. No exhibitor will be permitted to conduct any prize drawings, awards for signing of name and addresses, etc. without prior written approval of Management. Signs showing the price of items must not be displayed. DEWA reserves the right to limit access to attendee, exhibitor, and any other list or information gathered by DEWA, or its contractors. Exhibitors that publish industry publications may distribute their publications outside their booths only to the other exhibitors and only during show hours. Show sponsors that produce industry publications may distribute their publications to exhibitors at times designated by show management.
17. **Flammable Materials:** Flammable fluids, substances, or materials of any nature are prohibited in the booth and in the storage area behind the booth. All decorative materials must be flame proofed before being taken into the exhibit hall, and must comply with local fire regulations. Transferring of flammable liquids while in the exhibit hall is expressly prohibited. Electrical equipment and wiring must meet all safety codes.
18. **Beverages and Foods:** Food and/or beverages may be supplied by the exhibitor, with the prior written consent of Management and the Facility. Alcoholic beverages may not be served in the exposition.
19. **Liability:** Neither Management, the official service contractors, exhibit hall management, security services, nor any of the officers or employees of the above will be responsible for safety of property of exhibitors from theft, strikes, damage by fire, water, storm, or vandalism or other causes. Management will take reasonable precautions through the employment of security personnel to protect exhibits from such loss. All property of the exhibitor is understood to remain in the exhibitor's custody and control in transit to or from or within the confines of the exhibit hall and subject to the rules and regulations for the exposition.
20. **Damage:** Exhibitors will be liable for any damage caused by fastening fixtures to the floors, walls, columns, or ceilings of the exhibit building and for any damage to equipment furnished by Managment or service suppliers designated by them.
21. **Violation:** The interpretation and application of these rules and regulations are the responsibility of Management. Any violation by the exhibitor of any of the terms or conditions herein shall subject exhibitor to cancellation of its contract to occupy booth space and to forfeiture of any monies paid on account thereof. Upon written notice of such cancellation, Management shall have the right to take possession of the exhibitor's space, remove all persons and properties of the exhibitor and hold the exhibitor accountable for all risks and expenses incurred in such removal.
22. **Social Functions/Special Events:** Any social function or special event during Wetex-2015 is reserved for exhibiting companies and must be approved by Show Management.
23. **Show Rules:** In the event that unforeseen events make it necessary Management will have the right to amend these rules and delegations or make additions thereto and all such amendments or additions shall be made known promptly to each exhibitor. Show rules are promulgated separately and are tailored to the individual exhibit hall.

DWTC SERVICE

Food & Beverage:- Due to Health and Safety regulations of Dubai Municipality and as per Dubai World Trade Centre (L.L.C.) policy, all food & beverage items that are consumed within the exhibition must be supplied by the Dubai International Catering Centre ONLY. Any food or beverage that is brought in from outside will not be allowed into the venue. For your catering requirements you can contact telephone +971 4 3086979 or fax +9714 3086955 or e-mail fb@dwtc.com. Should you require catering services during the exhibition,***please complete Form No 17.***

For your convenience the following facilities are available within the Dubai International Convention and Exhibition Centre:

1. **Exhibition Halls:-** The Cafes are located at the rear of Halls 6, 7, 8 & Zabeel Hall. We have a cafe built in Hall 4 as well They serve wide varieties of light snacks, sandwiches, salads and beverages.
2. **The World Trade Club:-** Located on Level 33 of the Dubai World Trade Centre Tower, the facilities include a luxury restaurant serving international cuisine, four private function rooms and an elegant bar lounge Open 9.00am through 12.00midnight. Access to this private business Club only with prior reservation. For bookings. Please contact +971 4 3097979, fax +971 4 3097980.
3. **Bubble Lounge:-** To celebrate your business deals you can come to Bubble Lounge located on Mezzanine Floor of the Drum opposite Hall 5 entrance. Offers a wide varlety of beverages and a lunch buffet.
4. **Trolley Service:-** Trolley service with a selection of hot & cold beverages and light snacks is available inside the exhibition halls for your convenience. The trolley comes to you at your stand for service.
5. **Refreshment Carts:-** Refreshment carts serving a variety of snacks and beverages are available in the concourse. You can enjoy a hot dog or sandwich or sweet corn etc while moving the concourse.

6. **Stand Catering:-** Stand Catering is available in the exhibition halls. You fill the stand catering order form and give it to the organizer's office or send directly to DWTC by fax or e-mail and they shall make sure that the order is delivered to you stand. This is recommended for your lunch orders and special menus can be provided upon request.
7. **Catering Service:-** Catering service for your stands is also available You can hire a waiter/waitress to serve you and your guests at your stand. For further inquires please contact +971 4 3086979, fax +971 4 3086955 or e-mail:fb@dwtc.com
8. **Restaurants &Cafes:-** Branded cafes and restaurants are available within the concourse.
9. **Accor Hotels:-** Novotel and Ibis hotels are located within the Dubai International Convention and Exhibition Centre offering a range of facilities including Restaurants and Cafes.

HOUSEKEEPING

Dubai World Trade Centre (L.L.C.) has the exclusive rights for housekeeping services inside the halls. Stand cleaning are not part of the stand rental cost. Stand cleaning services will have to be ordered separately from our House keeping Department. *For details please refer to the attached Housekeeping Services Form No.18. Any Queries related to service departments is now handled by Customer Contact Centre Helpline: +9714 308 6333, Fax : +9714 3188741, E-mail: exhibitors@dwtc.com*

We trust that you share our opinion that the condition of the exhibition floor is an important factor of creating an impression and overall experience about an event. Therefore, with the intention of ensuring that the floors of the exhibition halls are maintained at their optimum appearance, we have identified three recommended types of adhesives types for the use in the halls. We would request that you revert to the below document for further information on the approved adhesive tapes and share the same with your customers.

Adhesive tapes used for exhibition halls (Space only exhibitors)

In the effort to ensure that the floors of the exhibition halls are kept at the highest standard of appearance, we have set guidelines for the use of adhesive tapes and for a mutual benefit, we would like to request your adherence to the same.

1. The only recommended type of tapes to be used are:
   Euro tape
   Eurocel
   Advance tape
2. Plastic packing tape, gaffer tape, masking tape or drafting tape, which are the most difficult to remove from floors, are not to be used.
3. The Licensee is responsible for ensuring that adhesive tapes used to fix carpets or other materials to floor areas are removed after use, without damages to the floor.
4. The Company will examine floors after the removal of tapes and if the floor surface is found to be damaged particularly from the use of tapes other than as approved by the Company, the Licensee will be liable for the cost of repairs. Any tapes not removed by the contractor will be removed by the Company at the licensee's expense.
5. A higher rate will be charged for the removal of tapes, which are not approved by the Company.

We are confident that this process will have a positive impact on the quality of the product and service, and ultimately will reflect on your satisfaction level from the event as a whole.

The Dubai World Trade Centre offers cleaning and waste disposal services for all areas of the exhibition and convention industry. Our fully trained staffs are here to advice on all requirements from carpet cleaning, glass cleaning to special waste removal. We offer a one stop-shop for all your cleaning requirements with our years of experience in this very challenging industry. We have a commitment to superior service and an eye for details.

In order to provide the best service we require a minimum of two business days notice prior to the tenancy. Cancellation of service can be done 24 hours prior to service. DWTC shall not provide any cleaning material to be used by the exhibitor. We have also introduced a Housekeeping Valet Service.

All housekeeping service ordered must be paid in full prior to any service commencing. DWTC will accept cash or Visa, Master & American Express cards. All service orders during the show must be guaranteed by credit card; any balance of charges due will be billed to this credit card unless payment is received to the end of the show.

DWTC cannot be held responsible for any loss, claim or damage related to cleaning of exhibits or items claimed as lost after the event is over. Dubai World Trade Centre Housekeeping Department holds exclusive rights to call housekeeping services within the DWTC complex.

For more information on services for daily cleaning of the stand, please refer to Form No. 18

RECREATION

The club, adjacent to the Dubai International Exhibition Centre, located behind building B of the Dubai Trade Centre Hotel Apartments and set in landscaped garden surroundings, can be seen as an oasis of peace and relaxation during the mid-day break of a hectic exhibition a place where exhibitors can relax. The Club features two temperature-controlled swimming pools, Jacuzzi, sauna and steam room, three squash courts, state-of-the-art fitness gymnasium fully equipped with a complete range of the latest exercise equipment, table tennis, billiards, four flood-lit tennis courts and an outdoor activities court. It also offers a multi-cuisine restaurant and a bar. Upon presentation of the exhibitorís badge, you can get access to The Club's facilities between 11am and 4pm at a nominal fee. Please note however that the offer is not valid on Fidays and public holidays. *For further details please call The Club on telephone +971 4 3065050.*

ACCOMMODATION

The Dubai Trade Centre Hotel Apartments conveniently located adjacent to the Dubai International Exhibition Centre represent a comfortable accommodation option. The apartments, fully furnished and serviced are available in one, two and three-bedroom configurations. All units are equipped with bedroom and bathroom linens, televisions featuring satellite channels and international direct dial telephones.

Kitchens are equipped with refrigerators, electric oven cookers, irons, ironing boards, cooking utensils, glassware, chinaware and cutlery, as well as washing machines with dryers. Each apartment has an allocated covered car park space. You can avail of a special Exhibitors Rate, details of which will be furnished to you upon request.

For further details please call the Reservations Department on +971-4-3065032 or +971-4-3314555.

STAND FITTING AND SHELL SCHEME REGULATIONS

The organizer has appointed Exhibitions & More as the official Stand Building Contractor to carry out stand fitting, stand decoration, general signage's, plumbing and electrical works, in connection with the event. Please contact them in the following details:

No Stand Building Contractor is allowed to carry out construction of stands until necessary permission is obtained from the Organizer. The organizer reserves the "right to refuse" such permission without assigning any reasons. For obtaining permission from the Organizers, the exhibitor is requested to fill Form 13 and forward the same to Al Fajer along with the stand design, layout and specifications, at least 30 days prior to the exhibition opening date. If the necessary permission is granted to the Contractor, he/she must abide by the terms and conditions laid down by the Organizer & DWTC.

The following Regulations must be observed when planning a stand presentation

RULES & REGULATIONS FOR STAND DESIGN (for space only exhibitors)

1. Exhibitors appointing outside Stand Contractor (other than the Official Contractor) should submit a copy of the plan (from DWTC) to the organizer at least one month prior to the show scaled drawing at least 1:200. Non submission of the plan for approval could result in stopping of stand work by the Organizer. The plan should have:
    a) The form and dimensions of every structural member of the stand
    b) The materials to be used in the construction of the stand
    c) The form and dimensions of every staircase including balustrades and method of fixing
    d) The width and position of any fire or emergency exit and escape route within the stand
    e) The width and position of every gangway within the stand
    f) The provision made in the structure of the stand for protection against fire and the spread of flame
    g) All contractors carrying out work shall observe the Safe Working Practices and hold a Public Liability Insurance Policy
2. The following additional drawings and particulars must be submitted:
    a) Specification of any materials proposed to be used
    b) Calculations of loading and strength
    c) A certificate or details of the result of any relevant test carried out in any materials or other substance
3. No part of any stand shall be suspended/supported by the Halls ceiling structure, only lightweight items may be suspended from the ceiling after permission has been granted from DWTC Halls Operations.
4. All stand built with a raised platform MUST have WHEELCHAIR access and have rounded corners to prevent injury.
5. All contractors must finish work and vacate the exhibition halls by 11:00 pm on the night before the opening day to allow Master Clean and Bomb Squad uninterrupted access.

Exhibitors appointing their own Stand Contractor must get an 'Official' Clearance in writing from the official Stand Contractors or the Organizers, before starting the work. The decision by the Organizers will be final & binding on the exhibitor & the appointed contractor by the exhibitor and also they shall deposit the approval fee to DEWA.

ISLAND LOCATION

Space Only exhibitors, who have an island site (four sides open), are reminded that the use of walls is restricted, to the minimum. We expect island site exhibitors to provide access to their stand on all sides.

DOUBLE DECKER STAND APPROVAL POLICY

The charging fees for the approval is 1000 AED (273$ US).
The stand drawing should include the followings:

1. Design calculation for beam columns and base plate.
    * Connections detail and design.
    * General layout and location of the structure Staircase details.
    * Total load structure detail (material)
2. The client shall submit a method statement for building the stand.
3. The client shall submit structure details.
4. Late submission (Within the last 14 days before the opening date) is subject to Surcharges with an amount not exceeding 50% of the standard charge.
5. The installment shall be paid along with the request submission.
6. All the measurements in the submitted drawings shall be as per Standard International (IS) Unit system.

DOUBLE DECKER STAND APPROVAL PROCEDURE.

* The client shall submit the drawings six (4) weeks before the construction date.
* The client shall submit two drawings for approval.
* The stand erection shall be completed 24 hours before the opening of the event.
* The installment shall be paid along with the submission.

CONTRACTORS BADGES FOR NON OFFICIAL STAND CONTRACTORS

"Contractor Badges" permitting Non-Official Contractors and their workmen to enter the Exhibition Halls for the purpose of construction and dismantling during the build-up and dismantling period, will be issued only upon direct application to the DWTC Security Desk located at the Cargo entrance gate. All the outside stand contractors should approach directly to DWTC for collection of contractor pass. The organizer requests all such exhibitors using their own stand contractor to ensure the same.

Please ensure that all your workmen/contractors wear their badges at all times during the build-up and dismantling periods while working on thier stands. Workmen without their identification passes may be denied access to the Exhibition hall by our Security Personnel.

MATERIALS

All materials used in constructing any wall or floor or ceiling shall be either:

* Non combustible materials
* Flame resisting plastic
* Flame resisting boarding
* Timber of any thickness, treated so as to be flame resisting
* Timber of thickness more than 25mm
* Chipboard or blackboard more than 18 mm thick

All materials used for decorative finished to stand shall be:

* Able to pass a test for flammability or for surface spread of flame
* Be fixed taut or in tight pleats to a solid backing
* Be secure at floor level Shall not ignite when subjected to a flame for 10 seconds
* Shall not have an afterglow when subjected to a heat source for 10 seconds
* Any paint used shall be water based and the use of paint sprayers in the Halls is not permitted.
* Cavities and spaces around stand shall not be used for storage of empty crates, cartons, boxes or packaging material.

STRUCTURAL STABILITY OF THE STAND

The structure of a stand shall safely sustain and transmit to the floor the combined "dead" and "imposed" loads without any deflection or deformation as will impair stability. Any beams and or flooring that are for the purpose of lateral distribution shall be designed to carry a uniformly distributed load per square meter of not less that 1KN/m. Any imposed loads shall be calculated as being equivalent to a uniformly distributed load per square meter of area measured on plan of not less than 5KN/m.

ELECTRICAL REQUIREMENT

For every 9m2, we provide the stand with 3 x 100w spotlights and 1 x 13amp socket. For any additional or special requirement of Electrical Requirements supply, ***please fill up Form No. 9, 9A, 9B, 9C and 9D.***

Electrical installations of shell scheme stands require special fastenings, clips and brackets to fit the aluminum extrusions. Under no circumstances may exhibitors modify this work or carry out their own installations.

General hall lighting will be provided by the Organizer. The standard supply of electricity available for use in stands is single phase 220 volts, 50 cycles, three phase 380 volts, 50 cycles. Supply to stands will normally be switched off at source 30 minutes after the Exhibition closes each evening. However, 24 hours supply can be provided by arrangement with the Official Stand Building Contractor. Any cost involved must be paid by the Exhibitor.

An Exhibitor requiring electrical supply at times other than the stated time must make an application to the Organizer's Office 24 hours prior to the closing time of the Exhibition. Such supply cannot be arranged at short notice.

Electrical specifications are shown in the Exhibition Halls Specifications Chart Electrical Order Form is available in this Manual - Form No.9

To avoid any power supply tripping/disruption to your stand and to neighboring stands, please check with Official Stand Contractor if you require extra power supply for the equipment that you are demonstrating /using at the site. Contractor/Organizer will not be responsible for insufficient power supply that causes power tripping.

The cost for providing single-phase mains supply and connection, including energy consumed to shell scheme stands is covered by the stand rental charges. Installation of three-phase supplies and connections on 24 hour supply will, however be charged extra.

The Official Contractor will be solely responsible for the installation of electrical cables and necessary switchgear between the main supply and each individual exhibitor's requirements. The organizer reserves the right to disconnect any installation, which, in their opinion, is dangerous or likely to cause annoyance to visitors or other exhibitors. Should action be required by the Official Contractor to render any installation safe for use, the exhibitor may be charged for this service.

ELECTRICAL INSTALLATION

For safety reasons, all electrical installations on stands must be carried out by the Official Stand Building Contractor
NO OTHER CONTRACTORS ARE ALLOWED TO CARRY OUT ELECTRICAL INSTALLATION.

EARTH LEAKAGE

Each Exhibitor shall provide exact details of earth leakage to prevent tripping and shall have provided by the contractors, earth leakage (RCD/ELCB) protection (30mA for lighting and 100mA for exhibit power) suitably positioned beyond the termination point of the supplied mains cable.

GUIDELINES REGARDING ELECTRICS AT EXHIBITIONS:

* Each installation shall be effectively bonded to earth
* Wiring shall be 3 core twin and earth not less than 1.5mm cross sectional and be in PVC, electrometric or other plastic sheathing.
* Joints shall not be made except when connecting into a circuit and insulated screwed connectors shall be used and totally enclosed in insulated enclosures.
* All wiring shall be effectively protected and fixed to prevent damage and risk of injury.
* Cables placed under carpets are prohibited
* Power circuits for exhibits are to be designed with consideration taken for earth leakage and suitable protected.
* Test equipment and check wiring connections before connecting to stand circuits.
* The use of one socket per piece of equipment is recommended.
* Extension leads are not to be used.
* Adaptors should not be used.
* Never put 2-pin plugs into 3-pin sockets.

OTHER IMPORTANT GUIDELINES

In the interest of the exhibition as a whole, it may be necessary to remove or alter part of a stand. If we feel this action must be taken, this will be at the expense of the exhibitor concerned.

It is the responsibility of exhibitors taking space only to make their own arrangement for the provision of platform for their stand area. Provision for the special ramp for handicapped visitors on stand with a platform is a MUST, and we, therefore, requested exhibitors to adhere to this requirement. The above rules will be closely monitored, by DWTC staff incharge.

GENERAL GUIDELINES

* Where it is proposed that apparatus involving a specific risk of fire is to be operated, then DWTC must give their approval.
* No fixing, attachment or penetration of any part of the fabric, structure or floors of the building is permitted unless given in writing by DWTC.
* Suspension of stand fitting is not allowed. However suspension from the Hall roof of banners or overhead suspended light banks may be allowed, subject to:
  - -application with full information being submitted to DWTC Operation Manager
  - -the work being carried out by the exhibitors contractor
  - -the proposed suspension does not over stress the roof structure
  - -sufficient time is available during the tenancy to install and remove
* The only recommended type of tapes to be used are: Euro tape, Eurocel, Advance tape
* Trenches in the floor are not to be used except by authorized personnel of DWTC

GENERAL RULES

1. Exhibitors must ensure that all gangways adjoining the stand are not blocked during build-up and break-down to a degree, which inhibits the movement of other exhibitors and freight. The exhibitor is also responsible for ensuring that no obstruction is placed in the aisle adjacent to his stand throughout the open hours of the exhibition. The organizers reserve the right to restrict the area of scaffolding or plan and limit the times during which it shall remain in the Halls or on the stand

.2. No part of any stand or exhibits including fascia, signs, lighting, corner post or other fitting shall project into or overhang any gangway or adjacent stands or obscure any fire or exit signs, or be suspended from the roof. Additionally, any display or other items attached must not project over the frontage of space taken by another exhibitor.

3. It is strictly prohibited to affix nails, hook, tacks, screws, adhesives, paint or similar items to the floor, walls, ceiling or other parts of the premises.

4. Cinematographs, photographic slides, amplifiers, videos and neon signs may only be used with Organizer's prior written consent. Exhibitors are requested to keep the noise levels of videos, music systems, etc., down. As a rule of thumb to volume levels, they should not interfere with normal conversation on neighboring stands.

5. The exhibitor is not allowed to paste or otherwise to affix or exhibit advertisements anywhere in the exhibition Halls except on his own stand. The exhibitors may take prior permission to distribute handbills, advertisements, photographs or other printed matter from the gangway and outside areas of the exhibition.

6. The exhibitor is not permitted, and shall not permit others, to connect or otherwise interfere with the electrical, gas, water or other fittings of the Halls and shall not introduce into or use in the Halls any supplementary plant for the generation or supply of electricity or of other means of artificial lighting or generating power.

7. Exhibitors providing their own display must ensure that these are completely finished including pre-mounting of samples, exhibits. Lettering, photographs, etc., on plywood or other suitable board before delivery to site.

8. It will not be possible for exhibitors to obtain on-site services or labour for the erection of their stands and displays unless prior arrangements have been made. If on-site service or labour is required, please contact the Official Stand fitting Contractor for the rates. Advance notice of at least one month must be given.

9. The floor loading capacity is 1500 kgs per sq m on all main floor areas in the Halls. Exhibitors with heavier exhibits should provide the Organizers with details of the exhibits together with their exact position so that they can ascertain whether special weight spreading facilities are necessary.

10. Maintenance of stands and delivery of stock, catalogue, etc., during the exhibition period, should be carried out before the exhibition opens or after it is closed to visitors.

11. Public Liability Insurance Cover All stand fitting contractors must hold a Public Liability Insurance Policy.

All Contractors to Note: All work must be carried out in accordance with the Rules and Regulation, which form part of this Manual.
All contractors carrying out work shall observe the 'Safe Working Practices' as follows: Licensee's staff and contractors shall be vigilant regarding health and safety of themselves and others in the Halls, and they shall observe the following practices, which will be monitored and enforced, as necessary.

* The understanding of the Fire and Accidents Procedures.
* The need to maintain emergency gangways, through the Centre and the Halls in build-up and break-down situation.
* The use of hard hats when working beneath or near overhead working or if this be impracticable, restricting access in such areas.
* The needs of operatives to wear suitable protective clothing relevant to their job which includes eye,hearing, foot and hand protection.
* The safe use and storage of flammable liquids and substances and segregation from waste and other risk areas.
* Ensuring that portable power equipment is used for the purpose for which it was designed and those safety guards are correctly fitted and used.
* Ensuring that portable electric tools are used with the minimum length of trailing leads and that such equipment is not left unattended with a live power supply to it.
* That stacker trucks are not used other than by fully trained personnel.
* That chemicals and flammable liquids are, after use, removed from the Exhibition Halls by the user for safe and proper disposal. Such products must not be placed in general rubbish bins or skip.
* That any work area is maintained free from general waste materials which could hazard operatives.
* That proper scaffolding is used during the construction of any building within the Halls, safety features of the scaffolding are provided, in acceptance with established standards and that any tower scaffold in use is properly established and propped.
* Use of 3-pin adaptor with earth clips to connect European sockets to British sockets and never to use a 2-pin plug in a 3-pin socket or vice versa.

PLEASE NOTE: The Organizers must be informed to give their written approval, where any of the following is proposed:

* Any materials, exhibit or substances that are of a hazardous, dangerous, noxious, explosive or objectionable nature
* Petrol-fuelled motor vehicles as exhibits
* Exhibits that produce fumes, exhaust and smoke
* Operating machinery and apparatus
* Use or display of radioactive materials
* Use or display of pyrotechnics and lasers
* Use or display of firearms, weapons and ammunition whether replica or fully-functional
* Use or display of flammable liquids, oil and gases
* Welding or similar processes where acetylene or compressed gas is being used
* Any use of compressed air
* Any use of water
* Any recording, broadcasting or use of radio (two-way or for microphones), film sound, music or video or any other presentation likely generates excessive noise.
* The use of balloons, Public entertainment including fairgrounds, amusements, display and live performances

SHELL SCHEME STRUCTURE

STAND CONSTRUCTION AND CARPET:- Octanorm white panels in an aluminum framing are provided in the rear and side walls of a shell scheme stand measuring 2.5 meters high and 1 meter wide. Carpet roll is laid directly in the hall floor.

FASCIA (NAME PANEL):- 300mm wide set at 2.2mtrs to the underside, to each open elevation comprising aluminum frame with infill panel fitted between dividing walls with additional supports at corners and where fascias exceed 3m in length. The Exhibitor's Name and Stand Number will be in standard 50mm blue Helvetica Medium Capital lettering and fixed directly to white fascia panel. ***Please fill up Form 1.***

FURNITURE REQUIREMENT:- For every 9m2, we provide the stand with 1 Lockable Cupboard (Reception Desk), and 2 Chairs, **(standard table is not included in the package)**. For any additional furniture requirement, ***please refer Form 07.***

The official Stand contractor offers furniture such as counters, shelf units, display panels and plinths on rental basis for the duration of exhibition. Full details, specifications, prices and order forms are available in the Manual. As supplies may be limited, it is advisable to apply early, as there are only limited stocks for certain furniture items. Exhibitors, please ensure that all stand fitments and furniture are ordered through the Official Stand Contractors only. Exhibitor using non official stand contractor should order furniture/ electrical items through their own contractor.

STAND BUILDING REGULATIONS

"SHELL SCHEME"

- ✓ No additional stand fitting or display may be attached to the shell stand structure i.e. no nailing or drilling is allowed.
- ✓ No painting on the shell stand panels is allowed. Exhibitors who wish to have panels painted must inform the Organizer.
- ✓ No free standing structure may exceed the height of 2.5 meters or extend beyond the boundaries of the site allocated.
- ✓ Any change to the type or color of the floor covering provided, must be by prior negotiation with the Official Stand Building Contractor.
- ✓ Any costs incurred will be paid by the Exhibitor concerned. No financial credit will be given by the Organizer/Contractor for any standard carpet not utilized.
- ✓ An Exhibitor occupying a corner booth is not permitted to close any part of the corner even though he may require to use the same for display.
- ✓ The Exhibitor Company's name should be entered in Form No. 1

"SPACE ONLY" (Special Design Stand)

* No structure may exceed a height of 6 meters in Halls 1 to 8 and 5 meters in Za'abeel Hall
* No part of any structure may extend beyond the boundary of site allocated.
* No suspension may be made from the ceiling of Exhibition Halls nor may anything be fixed to the floor, walls or any other part of the building.
* No form or ceiling is allowed to be structured to the stands unless approval has been granted by the Organizer.
* The name and stand number of the Exhibitor must be prominently displayed. If this requirement is not observed, the Organizer reserves the right to affix stand numbers as they deem fit and will charge all costs incurred to the Exhibitor.
* All Exhibitors must provide their own wall panels instead of using the back walls of the adjacent Exhibitor.
* All exhibitors must provide their own carpet for flooring.

Submission for "SPECIAL DESIGN STAND"

This form must be submitted only if you are using a Non-Official Stand Building Contractor

Fully dimensioned drawings in triplicate, showing the proposed design of the stand must be submitted for approval to the Organizer at least 60 days prior to the event, before any work is allocated. One copy of the drawings will be returned authorizing construction to proceed, if the design is acceptable and conforms to the rules and regulations. Failure to obtain approval can result in costly alterations on site being required by the Organizer/Authorities concerned.

The Organizer will have the right to take down the stand/ or disallow participation without any compensation as a result of failure to submit the design for approval or unsafe method of construction or unsafe material/ design even though approved by DWTC.

CONTRACTOR PERFORMANCE BOND

Before permission is granted by the Organizer for a Contractor to work at the Exhibition and the necessary entry passes issued, the Contractor will be required to sign an undertaking guaranteeing his observance of the Exhibition Regulations ***(refer to Form No. 13 for further details).***

AIR-CONDITIONING

The indoor Exhibition Halls are fully air-conditioned. Air-conditioning will be provided throughout the Exhibition period.

WATER SUPPLY AND DRAINAGE

Water supply is only available at perimeter stands in all the Halls, including Za'abeel Hall. If water supply is essential to Exhibits, details must be given to the Official Stand Building Contractor. ***Please complete Form No. 10***

COMPRESSED AIR

Compressed air will be provided by the Organizer for any Exhibits that require air inflation. The exact location of supply will be known to Exhibitors in due course. ***Please complete Form No. 11***

PRESENTATION OF EXHIBITS
Exhibitors must present their Exhibits throughout the period of the Exhibition. No Exhibitor will be allowed to remove Exhibits from the Exhibition floor, prior to the official termination of the Exhibition.

DELIVERY OF EXHIBITS
Exhibits should only be delivered to the Exhibition Hall when the stand is constructed and ready. However, in the case of huge machines and other similar Exhibits, delivery must be arranged right after the floor markings as carpets will be laid only when the machine or similar Exhibits are brought in and placed as desired by the Exhibitor. The Exhibitor must arrange for an Authorized Representative to be present at the stand to receive the Exhibits as the Organizer is unable to accept delivery on his behalf, nor can the Organizer be held responsible for the subsequent safe keeping of such items. Machines or similar heavy Exhibits MUST BE IN POSITION on the first day of the build-up period and not brought in at anytime during the exhibition period.

REMOVAL OF EXHIBITS
Light Exhibits may be removed from the Exhibition Hall after the official closing time of the Exhibition on the last day, while heavy exhibits may be removed on the following day from 0800 hours to 1500 hours

While the Organizer will maintain security surveillance at all times, Exhibitors are reminded that goods will be most at risk at this time and the stands should not be dismantled. All rented items and equipment should be collected by the appropriate suppliers. AL FAJER INFORMATION & SERVICES is not resposible for any loss of furniture or any items bought by the Exhibitors.

The removal of heavy Exhibits and the dismantling of stand fittings and electrical installations will commence at 0800 hours the following day. No mechanical lifting or handling equipment will be permitted to enter the Exhibition Halls for the removal of these heavy Exhibits except those used by the Official Contractor or Freight Forwarder.

To avoid congestion and to ensure smooth clearance at exit points, all Exhibitors and Contractors removing Exhibits, equipment or materials, are required to fill in Removal Chits (that must be endorsed by the Organizer) to be handed to the Gate Security Officer, before leaving the Exhibition site. Removal Chits can be obtained from the Organizer's Office on site.

The removal charge for empty packages including forklift, transportation, labor etc. can be obtained from the Official Freight Forwarder. The empty packages can be re-used for re-packing of goods for reshipment. Re-packing charges with same boxes and with new boxes can also be obtained from our Official Freight Forwarder.
Note: No Removal Chit is needed if your Exhibits are removed by the Official Freight Forwarder.

MANNING OF STAND
The stand must be fully staffed and the Exhibits displayed throughout the Exhibition hours. All activities of the Exhibitor and his staff must be conducted within the allocated Exhibit space.

The Exhibitor may not undertake, or cause to be undertaken, any activity which, in the opinion of the Organizer is likely to cause any annoyance to Visitors or other Exhibitors.

No Exhibits are allowed to be brought in or taken out from the stand during the Exhibition hours.

COLLECTION OF RENTED FURNITURE AND TELEPHONE/FAX EQUIPMENT
Exhibitors are requested to ensure that nothing is left inside drawers or cabinets when rented furniture is returned to the Official Stand Building Contractor. The Contractor will collect the rented furniture half an hour after the Exhibition closes on the last day. Telephone & fax equipment must be handed over to the organiger's office on site, immediatly after the close of the exhibition.

Please refer to Form No.7 and Form No. 12 for your requirements of additional furniture and telephone or fax lines.

FILM AUDIO VISUAL DEMONSTRATION
Audio-Visual equipment may be brought in by the Exhibitor himself, or hired from the Official Stand Building Contractor. Please indicate your requirements in Form No. 8
When in operation, such equipment must not cause annoyance to Visitors or other Exhibitors through excessive sound or by virtue of its location. The Organizer reserves the right to stop any such audiovisual presentation which, in their opinion, may violate the above.

FIRE PRECAUTIONS
The Exhibition Halls are equipped with fire extinguishers, fire hoses, spinklers and fire alarm system. Exhibitors, who, because of the nature of their Exhibits, require special types of fire extinguishers, must make arrangements at their own cost for the provision of such equipment. Note: All Exhibits and construction material should be of non-flammable materials.

Should you discover a fire:
1. Break the glass on the nearest fire alarm point. These are located at each Goods and Exit / Entry doors and strategically placed around the Centre;
2. Telephone the DWTC Control Room on (+971 4) 308 6700, or Exhibition Security Control Room on (+971 4) 308 6199 /6299 giving the location and nature of the incident.
3. Calmly notify adjoining Exhibitors of the situation and, only if safe to do so, tackle the fire with the appropriate fire extinguisher.

EMERGENCY ANNOUNCEMENTS
In the event of an emergency, a pre-recorded voice message will be sounded confirming that the alarm has been activated and that the situation is currently being investigated. If it is established that there is no need to evacuate the building then the message will confirm this.

EVACUATION PROCEDURE
If It becomes necessary to evacuate the building, a pre-recorded voice message will be activated instructing everyone to leave the building by the nearest exit.

Security staff will assist Exhibition staff and visitors to the nearest exit. Please make your way to one of the assembly points:

EMERGENCY MEDICAL SERVICES
DWTC provides an emergency service for persons who may become injured or ill whilst at the Exhibition Centre. In case of medical emergency, please call our First Aid clinic on (971 4) 308 4040 giving the exact location of the casualty and details of the injury sustained. The Emergency Medical Centre is located at the Exhibition Gate Reception next to Hall 5

PUBLICITY

An extensive media and publicity campaign is planned by the Organizer in connection with the event. Exhibitors are strongly urged to assist in this campaign by publicizing the Exhibition in their own brochure, press releases and advertisements. A Press Office will be maintained during the Exhibition, to pass on information, news items and photographs to newspapers in the Gulf Region. Exhibitors are invited to supply suitable publicity materials in Arabic and English (preferably not exceeding 200 words) together with photographs suitably captioned for display and distribution.

EXHIBITION CATALOGUE
A comprehensive Exhibition catalogue will be published, containing a listing of Exhibitors, description of their Exhibits and general information about the Exhibition.
The Exhibition catalogue will be widely circulated in and around the UAE. It would be extremely advantageous to Exhibitors to advertise in the catalogue. For more information on Catalogue Advertising, ***please refer to Form No. 4.***
The catalogue will become a permanent reference work used by Trade Buyers. Exhibitors must ensure that all information contained in the Catalogue Entry Form No. 4 is accurate.

CATALOGUE DISTRIBUTION
Copies of the catalogue will be available to visitors each day, while the Exhibition is open. Before the exhibition opens, a quantity will be distributed to selected media, leading decision makers, principal Trade Associations and other outlets likely to further promote the Exhibition.

MEDIA
The Media Department of DEWA will be the Official Publisher to produce the Exhibition Catalogue for the event. They have total responsibility for the editorial, advertising, design, layout and printing.
They can be contacted at the following address for overall Event Media, Press Conference etc.

MARKETING
Ribal Dayekh
DUBAI ELECTRICITY AND WATER AUTHORITY
P.O. Box: 564, Dubai, U.A.E.
Tel: +971-4-3072006
E-mail: media@wetex.ae

SEMINARS
Shahla Ahmed Mohd Bin Suleiman
DUBAI ELECTRICITY AND WATER AUTHORITY
P.O. Box: 564, Dubai, U.A.E.
Tel: +971-4-3244444
Fax: +971-4-3248111
E-mail:shahla.binsuleiman@dewa.gov.ae

ADDITIONAL INFORMATION

SERVICES

ADMISSION PASSES

Exhibitors and their personnel who need to access the exhibition halls during the exhibition must register for an EXHIBITOR BADGE. Exhibitor badges are strictly reserved for use by exhibitors and their stand staff and should not be handed over to visitors or any other category of participants. An exhibitor Badge permits access to the exhibition halls during the build-up and open days of the show. ***Please fill up Form No.2***

AUDIO VISUAL

Audio-Visual equipment may be brought in by the Exhibitor himself, or hired from the Official Stand Building Contractor. Please indicate your requirements in Form 8 When in operation, such equipment must not cause annoyance to Visitors or other Exhibitors through excessive sound or by virtue of its location. The Organizer reserves the right to stop any such audio visual presentation which, in their opinion, may violate the above.

BANNER ADVERTISING
Banner sites are available for additional advertising purposes.
Contact: Mr. Sujeet Bagchi
Cell: 050 6562962
Email: sujeet@alfajer.net

A. Banner Requirements (Form No. 5)

The organizer will arrange to prepare publicity hanging banner to the interested companies.
The hanging banners will be put inside the exhibition halls from the ceiling.
The banners will carry the image, logo & name of the company.
The banner size 2mx3m (both side) in PVC material cost US $ 5000
The cost includes the fixing and dismantling.

For all exhibitors, banners will be erected by DWTC.
It is important to advice on your banner requirement, thereby ensuring that the banner/s are positioned before the construction of stands. Please fill Form No. 5

BUSINESS CENTRE

Operated by the Dubai World Trade Centre (LLC), the Business Centre, located in the concourse between Halls 3 & 4, is open daily from 9:30am to 7:00pm, offering Secretarial Word Processing, Sale of Stationery Items, Sale of Electrical Accessories, Sale of Telephone Cards,Meeting Room Facilities, Mobile Phone Rentals, Photocopying, Faxing – Sending & Receiving,Laminating / Binding, Laser Printing, Courier Services, Internet Services.

CATALOGUE

A comprehensive Exhibition catalogue will be published, containing a listing of Exhibitors, description of their Exhibits and general information about the Exhibition. The Exhibition catalogue will be widely circulated in and around the UAE. It would be extremely advantageous to Exhibitors to advertise in the catalogue. For more information on Catalogue Advertising, please refer to Form 4

The catalogue will be a permanent reference book which will be used by Trade Buyers, Visitors and Trade Professionals from the industry. Exhibitors must ensure that all information contained in the Catalogue Entry Form at Form 3 is accurate The organizer will not be held responsible for any omissions, or deletion, or incorrect information arising out of technical reasons or human errors. It is advised to send the catalogue entries via email (in MSword format) only. Handwritten entries or entries by fax will not guarantee current information Organiser will not be responsble for any errors, any information mention in event catalogue

CATALOGUE DISTRIBUTION

Copies of the catalogue will be available to visitors each day, while the Exhibition is open.

CHILDREN

For health and safety reasons, no children under the age of 16 are allowed to enter the exhibition halls during build-up, show opening and breakdown.

CLIMATE

The Exhibition is usually at a time of the year when the weather is most pleasant for visitors. Exhibitors should, however, be prepared for temperatures around 23 degrees centigrade dropping at night to around 15 degrees.

CURRENCY

The UAE unit of currency is the Dirham (Dhs) which is divided into Fils. One Dirham is equal to One Hundred Fils. The Dirham is valued against the Dollar and the exchange rate is around US$1 = Dhs 3.66. There are no restrictions on the import or export of any currency. The exchange rate is listed daily in the local newspaper.

DELIVERY OF EXHIBITS
Exhibits should only be delivered to the Exhibition Hall when the stand is constructed and ready. However, in the case of huge machines and other similar Exhibits, delivery must be arranged right after the floor markings as carpets will be laid only when the machine or similar Exhibits are brought in and placed as desired by the Exhibitor. The Exhibitor must arrange for an Authorized Representative to be present at the stand to receive the Exhibits as the Organizer is unable to accept delivery on his behalf, nor can the Organizer be held responsible for the subsequent safe keeping of such items. Machines or similar heavy Exhibits MUST BE IN POSITION on the first day of the build-up period and not brought in at anytime during the exhibition period.
You may please contact Mr. Manoj / Mr. Malik of BRIDGEWAY SHIPPING / ELF SHIPPING LLC at Tel: +971 4 2556220

FedEx SERVICE CENTRE
FedEx's new World Service Centre comes complete with FedEx agent on Hand, eight hours a day, six days a week. The centre offers all FedEx services from package tracking and tracing to FedEx 10 kg and 25 kg boxes. Working hours: 10.00 – 14.00 & 16.00 – 20.00.
Please contact FedEx Customer Service 24-hour toll free no. 8004050, for any assistance. This Service Centre is located in the concourse between Halls 3 & 4.

FLOWERS AND PLANTS

Plants and planters are available on hire from the Official Floral Contractor and will be available from the Exhibition Halls on the eve of the opening day. Flowers may also be purchased. For further information, you may please contact Blooms Tel: +9714 3946094.

FOOD & BEVERAGE

Due to Health and Safety regulations of Dubai Municipality and as per DWTC policy, all food & beverage items that are consumed within the exhibition complex must be supplied by the Dubai International Catering Centre ONLY. An on-site catering trolley service all through out the exhibition timings has been arranged by the organizers. Any food or beverage that is brought in from outside will not be allowed into the venue.

Please fill Stand Catering Services Order Form 17 and/or please contact the Organizer.

Hall 1 Concourse ; Coffee Bean & Tea Leaf Cafe. Round Table Pizza.

Hall 2 Concourse ; Loop restaurant, The Hub

Cafes inside the halls - Hall 4.6,7 & 8

INSURANCE

The exhibitor shall indemnify and hold harmless AL FAJER INFORMATION & SERVICES AND DUBAI ELECTRICITY AND WATER AUTHORITY its personnel, agents, etc. against and from all liabilities, losses, damages, costs, charges, expenses, actions, proceedings, claims and demand incurred by it or them as a result of or in connection with any loss, injury (including death) or damage, directly or indirectly, resulting from any act or omission of the Exhibitor or any of its personnel, agents, contractors, sub-contractors. The exhibitor shall at its own expense have in full force and effect for the duration of the exhibition, a Public Liability Policy.

The Organizer shall not be responsible for the loss or damage to any property of the Exhibitor or any other person caused by theft, fire, defect in the Trade Centre Exhibition Hall, storm, tempest, lightning, national emergency, civil unrest, war, labor disputes, lockouts, explosions, acts of God and general cases of (force majeure) whether or not (ejusdem generis) with the foregoing or any cause not within the organizer's control or for any loss or damage sustained in the event that the opening or holding of the Exhibition is prevented, postponed or abandoned or if the Hall becomes totally or partially unavailable for the holding of the Exhibition due to any of the foregoing causes. The Exhibitor shall indemnify and hold the Organizer safe and harmless from all loss and damage to person or property and all claims arising out of the Exhibitor's stand fittings and for the exhibitor's portion of the shell scheme and for any loss or damage to the basic shell scheme stand. The Exhibitor is advised to take out insurance cover for the purpose of indemnifying the Organizer as aforesaid and also to cover itself against all risks in respect of the Organizer is expressed not to be responsible in these conditions.

LANGUAGES AND TRANSLATIONS - TEMPORARY STAFF

The Official language is Arabic. However, English is widely spoken in business circles. The Organizers can make arrangements for temporary staff to be supplied from local sources. A limited number of interpreters will be available. Please complete Form 14 for your requirements of Booth Attendant/Hostess/Interpreter.

MANNING OF STAND

The stand must be fully staffed and the Exhibits displayed throughout the Exhibition hours. All activities of the Exhibitor and his staff must be conducted within the allocated Exhibit space. The Exhibitor may not undertake, or cause to be undertaken, any activity which, in the opinion of the Organizer is likely to cause any annoyance to Visitors or other Exhibitors. No Exhibits are allowed to be brought in or taken out from the stand during the Exhibition hours.

PHOTOGRAPHY

The Official Photographer of the Organizer will be available on site during the event. The contact numbers are available at the Organizer's Office on site. Private photography for their own stands is permitted, but with prior written permission from the Organizers.

POSTAL SERVICES

The Emirates Post Office is located in between Hall 8 and Sheikh Rashid Hall of Dubai International Exhibition Centre. Opening hours are from 0800 hrs to 1300 hrs and from 1500 hrs to 1730 hrs, six days a week excluding Fridays, which is the weekly holiday in the UAE.

PRESENTATION OF EXHIBITS

Exhibitors must present their Exhibits throughout the period of the Exhibition. No Exhibitor will be allowed to remove Exhibits from the Exhibition floor, prior to the official closing announcement of the Exhibition.

PUBLICITY & PRESS

An extensive media and publicity campaign is planned by the Organizer in connection with the event. Exhibitors are strongly urged to assist in this campaign by publicizing the Exhibition in their own brochure, press releases and advertisements, newsletter and official invitation. A Press Office will be maintained during the Exhibition, to pass on information, news items and photographs to newspapers in the Gulf Region. Exhibitors are invited to supply suitable publicity materials in Arabic and English (preferably not exceeding 200 words) together with photographs suitably captioned for display and distribution.

REMOVAL OF EXHIBITS

Light Exhibits may be removed from the Exhibition Hall after the official closing time of the Exhibition on the last day, while heavy exhibits

may be removed on the following day from 0800 hours to 1500 hours. While the Organizer will maintain security surveillance at all times, Exhibitors are reminded that exhibits/goods will be most at risk at this time and the stands should not be dismantled. All rented items and equipment should be collected by the appropriate suppliers. Organizers are not responsible for any loss/damage of exhibits/personal belongings of the exhibitors from their stand during the dismantling period. It is strongly advised to take care of the valuables exhibits and belongings by the exhibitors during the build-up and breakdown period. The removal of heavy Exhibits and the dismantling of stand fittings and electrical installations will commence at 1900 hours on last day. No mechanical lifting or handling equipment will be permitted to enter the Exhibition Halls for the removal of these heavy Exhibits except those used by the Official Contractor or official Freight Forwarder.The removal charge for empty packages including forklift, transportation, labor etc. can be obtained from the Official Freight Forwarder.The empty packages can be re-used for repacking of goods for reshipment Re-packing charges with same boxes and with new boxes can also be obtained from our Official Freight Forwarder.

SECURITY

Dubai International Exhibition Centre will engage their security services to ensure the security and safety of your exhibits at the Exhibition Halls. While all reasonable arrangements for security coverage is made, we are not responsible for the security of the stands, its exhibits and contents (that includes personal property). The mentioned items will be the sole responsibility of the Exhibitor. All Exhibitors must arrange their own insurance to cover all risks and stages (right from the shipment date till the re-shipment of goods).

GENERAL CLEANING

The Organizer will arrange for the general cleaning of the Exhibition passages & general premises. Cleaning inside the stands will be responsibility of the exhibitors.. Exhibitors will be responsible for cleaning their stand area, equipment and displays.

It is strongly advised to hire the cleaning services from DWTC Housekeeping department Any Queries related to service departments is now handled by Customer Contact Centre Help line: +9714 308 6333, Fax : +9714 3188741, E-mail: exhibitors@dwtc.com

STORAGE

Please ensure that empty crates and boxes will not be stored inside the exhibitor's stand. For storage requirement, you may please contact ***Bridgeway / ELF Shipping LLC.***

INDEMNITY AND WAIVER

The Organizers may be held responsible by the Authorities in Dubai for the payment of any customs levy, tax, fine or other monies due from an exhibitor, Accordingly, exhibitors must undertake to indemnify the Organizers from any payment, which they are called upon to make to the Authorities on the exhibitor's behalf. ***Please complete and return Form No. 22***

The exhibitors also waive any and all claims, that they may have against **DEWA or their contractor,** of any kind whatsoever, in anyway related to the storage and display of exhibits/equipment, whether during, before or after regular show hours.

MEETING ROOM AND PRESS CONFERENCE

For your requirements of meeting rooms and press conference facilities, please contact.

Dubai World Trade Centre
Customer Contact Centre
Helpline Number +971 4308 6333
Fax: +971 4 318 8741
Email: exhibitors@dwtc.com

BANKING

Banking facilities are available on the ground level between Hall 3 & 4 of the Dubai World Trade Centre.

THE EMIRATES BANK INTERNATIONAL
Trade Centre Branch
P.O. Box: 2923, Dubai, United Arab Emirates
Tel: +971-4-3321617 Fax: +971-4-3310893

Full banking services, including travelers checks and transfer facilities are available. Working hours are from 0800 to 1300 hours, six days a week, excluding Fridays which is the weekly holiday in the UAE.

PHOTOGRAPHY

The Official Photographer of the Organizer will be available on site during the event. The contact numbers are available at the Organizer's Office on site. Private photography is permitted.

PERSONAL CUSTOMS FORMALITIES

Visitors personal effects are not subject to duty. Free import of the following is permitted.

- 100 cigarettes or 200 cigars or 1 kg of tobacco
- 150 ml of perfume
- Alcohol is generally not permitted to be brought into the Emirate by air travellers, although it is available in the Emirates.

MEDICAL FACILITIES

There are excellent modern hospitals in Dubai, with emergency departments. Those nearest to the Trade Centre are:

RASHID HOSPITAL
Situated at the Dubai end of Al Maktoum Bridge,
Tel: +971-4-3374000

IRANIAN HOSPITAL
Situated on the Jumeirah Iranian Hospital Road,
past Satwa round-about, parallel to the Jumeirah Beach Road.
Tel: +971-4-3440250

HOTEL ACCOMMODATION & VISA ASSISTANCE

WETEX 2015 attracts over 4000 delegates (exhibitors) & 20,000 trade visitors every year, which makes Hotel Rooms in great demand during the exhibition period. Hence it is advisable to book your rooms in advance. The organizers have entrusted the job of arranging hotel accommodation to our Official Travel agent who, would be most happy to offer their assistance.

For details on rates and availability, please contact them at the following address:

OFFICIAL TRAVEL AGENT

Mr. Muhammad Irfan
Tours Consultant
Al Fajer Travel, Tourism and Cargo
Dubai, United Arab Emirates
Tel: +971 4 3869721,
Fax: +971 4 .2869438
Mobile: +971 55 7869594,
Email: irfan@afttc.ae

3* Hotel :
- The apartment Dubai : Superior Room only = 500 AED per night
- Tower suites : executive panorama + breakfast = 650 AED per night

4* hotel :
- Emirates grand hotel : deluxe room only = 720 AED per night
- Warwick hotel : deluxe room only = 660 AED per night
- Four point Sheraton : classic room only = 710 AED per night
- Rose Rayhaan by rotana : classic room only = 710 AED per night
- Villa rotana : studio + breakfast = 720 per night
- Novotel world trade center : queen superior room only = 880 AED per night
- Ascot Park place hotel : executive room only = 950 AED per night
- Towers rotana : classic room + breakfast = 850 AED per night

5* hotel :
- Crown plaza dubai : deluxe room + breakfast = 870 AED per night
- Jumeriah emirates tower : deluxe room + breakfast = 1250 AED per night
- Ritz carlton : deluxe room only = 1300 AED per night
- Dusit thani : deluxe room + breakfast = 1100 AED per night
- The H hotel : deluxe room + breakfast = 1100 AED per night
- Fairmont dubai : fairmont room + breakfast = 1200 AED per night
- Shangri la dubai : studio + breakfast = 1400 AED per night

Terms & conditions:
Above mentioned rates are net, inclusive of service charge and taxes
Above mentioned rates are non-commissionable
Above mentioned rates are subject to availability at the time of booking

- Cancellation Policy: Full charges apply
- Cancellation Charges: Full charges apply
- No Show: Full charges apply
- Early Check Out: Full charges apply
- Name Change: Full charges apply

No booking has been confirmed / rooms are subject to availability at the time of firm booking.

Room is subject upon availability .
Kindly advise us at the earliest to proceed with the booking and to avoid the non-availability of the room

VISA FORMALITIES

Exhibitors are advised to apply for their visa from their respective hotels only or through official travel agent only. However in certain specific cases the organizer can be requested by exhibitors only for processing the visa. The latest visa rules & regulations, condition will apply as laid down by Government of Dubai.

Visa Charges :

- Visas deposit : 3000 AED
- Visa with hotel Booking : 500 AED
- Visa without hotel Booking : 700AED

CERTAIN NATIONALITIES DO NOT REQUIRE TO APPLY FOR VISAS TO UAE.
Please visit website www.dnrd.gov.ae for complete Information about visa. For details and availability, please contact the Official Travel Agent at the following details:

Al Fajer Travels, Tourism and Cargo
Tel: +9714 3869721, Fax: +971 4 2869438
Email: irfan@afttc.ae
Contact: Mr Irfan

Important points to be noted before submitting your Visa request:

1. Photocopies of all the pages of the passport wherein the personal details are listed, like name, date of birth, place of birth, date of issue and expiry of passport, photograph of passportholder (not exceeding 40KB in size), etc. should accompany the Visa application Form 15. & submit to our official travel agent.
2. Passport must be valid for a minimum period of six months from the proposed date of entry into the UAE. For normal visas, all details must be submitted at least 45 days prior to the proposed date of arrival into the UAE. Visa requests received later than that date will be treated as URGENT and charged accordingly.
3. Visas will be processed online. A copy of the online visa will be sent, upon receiving confirmation. Please note Organizers will not be responsible for non issuance of visas, which may be due to various factors.
4. By resolution of the Arab League, no Arab States recognizes the validity of a passport containing Israeli Visa or stamps.
5. All visas charges must be paid in advance & no refund is possible

Please Note:

Visit visas will be processed for exhibitors & visitors. For exhibitors / visitors not having Hotel bookings, a refundable deposit amount of Dhs 5000/- per person is required for visa processing, in addition to the visa charges. This deposit has to be made in advance,prior to processing the visit visa.

UAE visa on arrival countries

If your country of nationality appears on the list below, no advance visa arrangements are required to visit the UAE. Simply disembark your flight at Dubai International Airport and proceed to Immigration, where your passport will be stamped with a 30-day visit visa free of charge. This can be extended for an additional 30 days at an additional charge.

Australia	Finland	Italy	New Zealand	Sweden
Andorra	France	Japan	Norway	Switzerland
Austria	Germany	Liechtenstein	Portugal	United Kingdom
Brunei	Greece	Luxembourg	San Marino	United States of America
Belgium	Hong Kong	Malaysia	Singapore	The Vatican
Canada	Iceland	Monaco	South Korea	
Denmark	Ireland	Netherlands	Spain	

Travellers from countries not listed above will need to arrange a visa in advance of travel.

ORDER FORMS

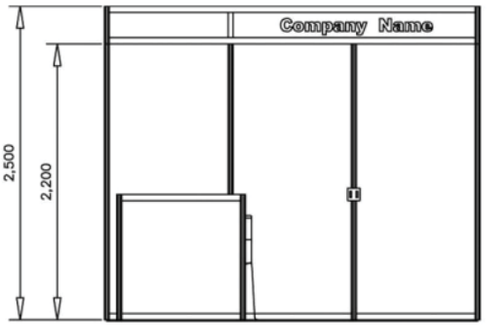
The Shell Scheme package includes rear and side walls in white,one lockable cupboard (reception desk) & 2 chair, 3 spotlights for every 9 square meter stand, one 13 amp power point, carpet for the stand area, name plate in English.

Note: There are a total number of 27 Forms. Please refer to the Forms Checklist.

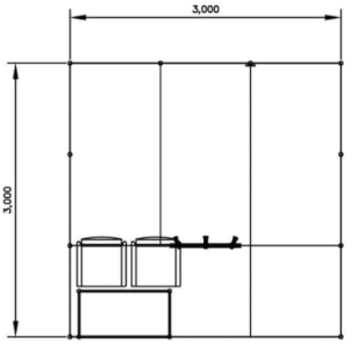
Exhibitions & More - *A Division of Al Fajer Information & Services*
P.O. Box: 50162, Dubai, United Arab Emirates | Tel: +971-4-3406888 Fax: +971-4-3407758
E-mail: alfajer@emirates.net.ae/ mohan@alfajer.net Website: www.alfajer.net
Contact: Mohan, Project Coordinator

ORDER FORMS

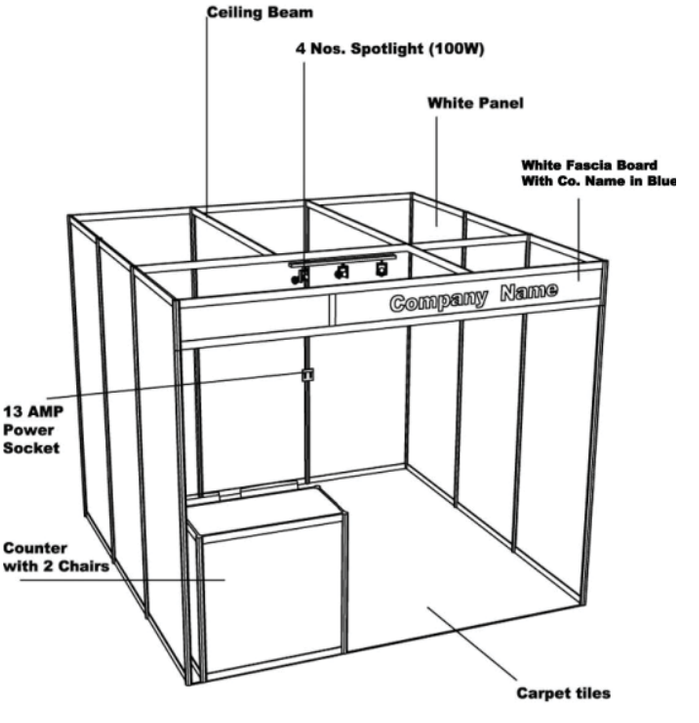
SHELL SCHEME (BASIC)



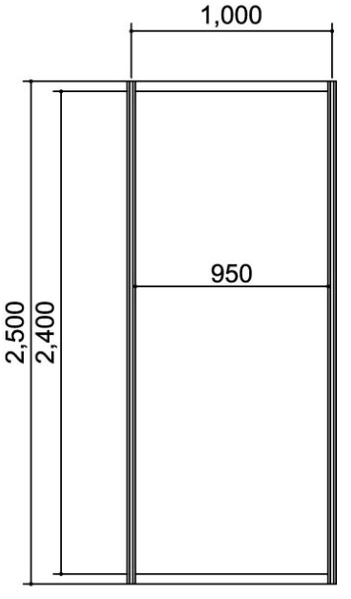
Elevation



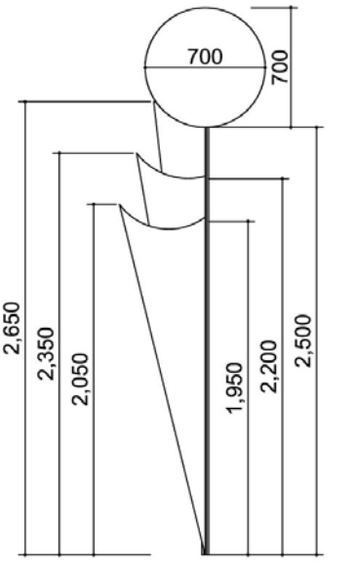
Plan

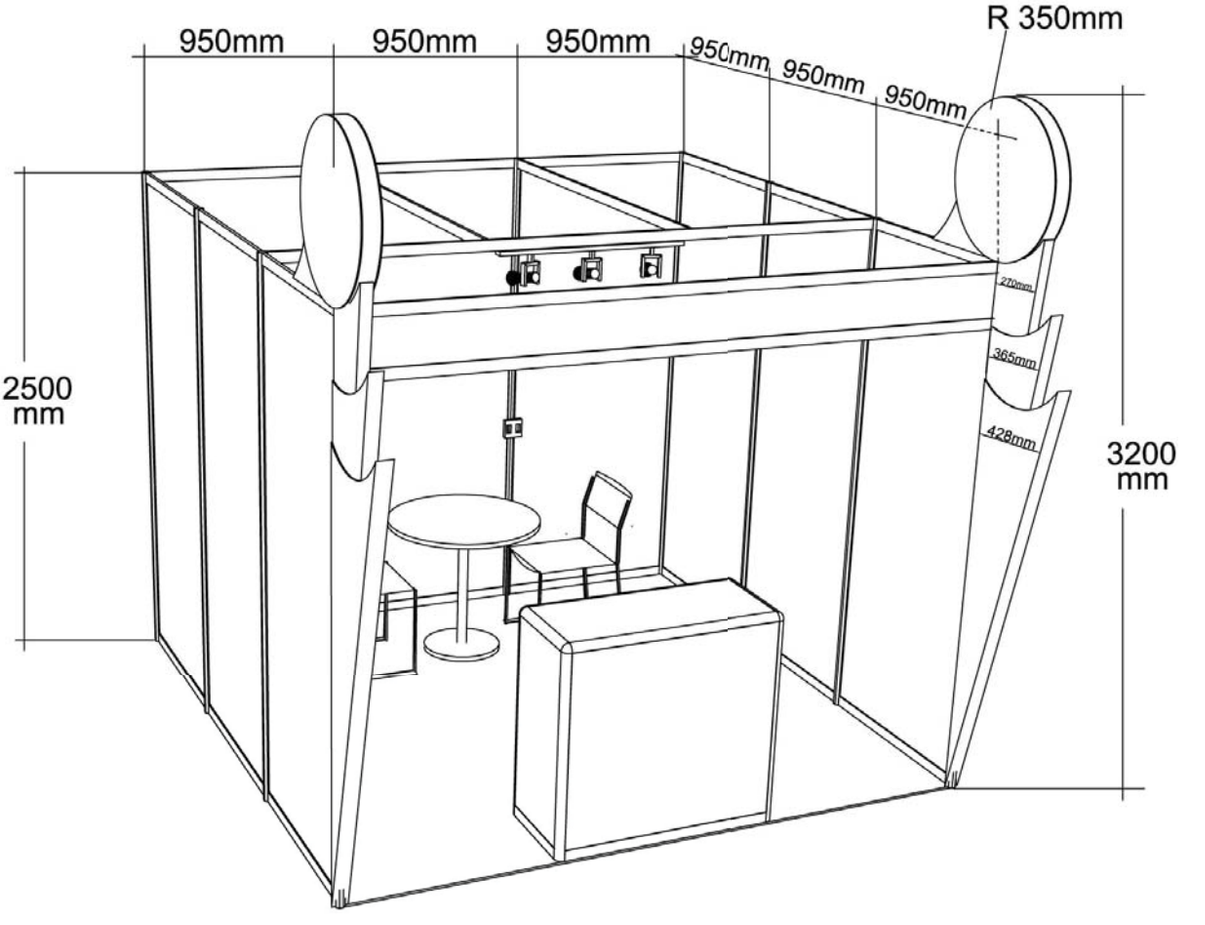


SUPERIOR SCHEME (BASIC)



Pylon Details





Note: Please refer to **Form No. 23**

Form **1**

Deadline: 29th March 2015 — Fascia

To **WETEX 2015**
Al Fajer Information & Services
P.O. Box 11183, Dubai United Arab Emirates
Tel: +9714 3406888 Fax: +974 3403608
Email: mohan@alfajer.net

Company Name _____ Stand No _____

Address _____

Telephone _____ Fax _____

Email _____

Contact Person _____ Position _____

FASCIA

For Shell Scheme Exhibitors Only

* The following is the correct name to appear on the fascia board of our stand
* Please TYPE or PRINT in CAPITAL LETTERS
* Ensure that it matches the name you provide in Form.3

Fascia Name in English (please print)

Please Note:

* Only company name with the maximum of 30 characters are included in the shell scheme price and no logos are included.

* Unless this form is returned by 29th March, the name which appears on the space booking form, will be used on the fascia, Any changes to the company name on the Fascia will incur a US$20/- additional per name.

Form **2**

Deadline: 29th March 2015 **Exhibitor Admission Passes**

To WETEX 2015
Ms. Monette Milar,
Dubai Electricity & Water Authority, PO Box : 564, Dubai - UAE.
Tel: 04-5150889
Mob: 055-2234916
Email: exhibitors2015@wetex.ae / monette.milar@dewa.gov.ae

Company Name _____ Stand No _____

Address _____

Telephone _____ Fax _____

Email _____

Contact Person _____ Position _____

EXHIBITOR ADMISSION PASSES

* **Please Use this form to order passes for the personnel at your stand**
* **Passes can be collected from the Organizer's Office on-site upon arrival and must be collected before the exhibition opens.**
* **Passes should be worn on site at all times by the exhibitors**

Number of Passes required: ☐

Name of Stand Representative:

01. _____
02. _____
03. _____
04. _____
05. _____
06. _____
07. _____
08. _____
09. _____
10. _____
11. _____
12. _____

Signature _____ **Date** _____

Form **3**

Deadline: 29th March 2015 **Catalogue Entry (Free of Cost)**

To WETEX 2015
Al Fajer Information & Services
P.O. Box 11183, Dubai United Arab Emirates
Tel: +9714 3406888 Fax: +974 3403608
Email: palmira@alfajer.net

This information will be used for the official listing of your company in WETEX 2015 Official Catalogue.

Exhibitors are reminded that only the completion of the catalogue entry qualifies the exhibiting company for a free entry in the exhibition catalogue. The Organizers takes no responsibility for any omission of any exhibitor who does not send their entries before the above deadline date or for any omissions or errors resulting from insufficient, unclear or late information received from the exhibitor.

FOR CATALOGUE ENTRY VIA EMAIL:

Please send your Catalogue Entry by email in **MS Word format** only with Company Name, Address, Telephone, Fax Email, Website, Contact Person, Designation and Local Agent Contact (if any) along with the Company profile/Profile/Product Information in maximum 200-250 words.
You may also use a separate catalogue entry and listing for your local agent's details as well. Kindly indicate Catalogue entry in the subject Line.

If your have any other queries about your catalogue entry, please contact us.

Catalogue entry format:

Company _____

Address _____

Tel / Fax _____

Email _____

Contact _____

Products on display _____

Profile (not more than 250 words)

_____

_____

Form **4**

Deadline: 29th March 2015 | **Catalogue Advertisement (Payable Item)**

To WETEX 2015
Al Fajer Information & Services
P.O. Box 11183, Dubai United Arab Emirates
Tel: +9714 3406888 Fax: +974 3403608
Email: palmira@alfajer.net

Company Name _____ Stand No _____

Address _____

Telephone _____ Fax_____

Email _____

Contact Person _____ Position _____

YES, we wish to reserve the following advertisement space to be published in the show catalogue

(please tick wherever applicable)

☐	**BACK OUTSIDE COVER (color)**	-	**US$ 6,000**
☐	**FRONT INSIDE COVER (color)**	-	**US$ 4,000**
☐	**BACK INSIDE COVER (color)**	-	**US$ 3,000**
☐	**INSIDE PAGES (color)**	-	**US$ 2,500**

Information:

* **Size Trim** W210mm x H297mm Print W190mm x w270mm Bleed W230mm x H320mm
* **Materials required:** Illustrator, Illustrator PDF or high resolution PDF, PSD. Format. All fonts should be outlined and images embeded
* **Distribution:** Exhibitors, Trade Visitors, Office Delegates, Trade Centre, Chamber of Commerce, Commercial Consulates and Embassies within UAE.
* **Payment:** Payment should be made in favor of **Al Fajer Information & Services** in US$ Bank Draft, net of bank charges or by telex transfer to our account: **HSBC Bank Middle East,** Main Branch, P.O. Box 66 Dubai UAE, Account No. 020-581880-001, Swift Code: BBMEAEAD, IBAN: AE970200000020581880001
  Please state your Company Name and WETEX 2015 as reference.

Signature _____ **Date** _____

Form **5**

Deadline: 29th March 2015 — Exhibitor Banner

To WETEX 2015
Al Fajer Information & Services
P.O. Box 11183, Dubai United Arab Emirates
Tel: +9714 3406888 Fax: +974 3403608
Email: sujeet@alfajer.net

Company Name _____ Stand No _____

Address _____

Telephone _____ Fax_____

Email _____

Contact Person _____ Position _____

Hanging Banners

* The Organizers will arrange to prepare publicity hanging banner to interested companies
* The hanging banners will be placed inside the exhibition halls from the ceiling
* The banners will carry the image, logo and name of the company
* The cost includes fixing and dismantling
* **Payment:** Payment should be made in favor of **Al Fajer Information & Services** in US$ Bank Draft, net of bank charges or by telex transfer to our account: **HSBC Bank Middle** East, Main Branch, P.O Box 66 Dubai UAE, Acco No. 020-581880-001, Swift Code: BBMEAEAD, IBAN: AE970200000020581880001. Please state your Company Name and WETEX 2015 as reference.

Banner Size	Material	Required	Cost / banner
2 x 3 meters (2 sides)	PVC		US$ 5000
		Total Cost US$	

Materials:

* 2, 3 & 4 colour digital artwork of the design with a colour proof in a CD Rom or in ZIP drive.
* All artwork should be in the same size as per the banner.
* Preferred in Adobe Illustrator, Photoshop or in Macromedia FreeHand .EPS file format, all text should be in outline. Photoshop EPS should be in 100 dpi in same size as the banner.

Note:
• For 2015, DWTC changes may change, the same will be intended to exibitor as soon as we hear from DWTC

Signature _____ **Date** _____

Form **6**

Deadline: 01st March 2015 **Freight Forwarder**

To BRIDGEWAY / ELF SHIPPING
P.O. Box 30344, Dubai, UAE
Tel: +971 4 2556220 Fax: + 971 4 2686845
Email: manoj.sharma@bridgewayelf.com
Ja.malik@bridgewayelf.com

Please indicate FREIGHT FORWARDER in the Subject line

Company Name _____ Stand No _____

Address _____

Telephone _____ Fax _____

Email _____

Contact Person _____ Position _____

Please provide the following information if you are using your own transport/shipping agent:

Name of the Forwarding Agent: _____

Contact Person: _____ Designation: _____

Tel: _____ Fax: _____

Email: _____

Note:

* Only the Official Freight Forwarder will be allowed to operate within the Exhibition Hall
* Exhibitors must inform their own transport agent to contact the Office Freight Forwarder for lifting and handling requirement on site.
* *For quotation, please contact the Official Freight Forwarder on the following address:*

BRIDGEWAY / ELF SHIPPING
P.O. Box 30344, Dubai, UAE
Tel: +971 4 2556220 Fax: + 971 4 2686845
Email: manoj.sharma@bridgewayelf.com
Ja.malik@bridgewayelf.com

No. of Pieces	Description of Contents	Dimension in Meters	Weight/KGS.

Signature _____ **Date** _____

Under the Patronage of His Highness Sheikh Hamdan bin Rashid Al Maktoum, Deputy Ruler of Dubai, Finance Minister of the UAE and President of DEWA.

GOVERNMENT OF DUBAI

As part of Dubai Electricity and Water Authority's Green Week Initiative

WETEX 2015

WATER, ENERGY, TECHNOLOGY AND ENVIRONMENT EXHIBITION

At The Forefront of Sustainability

21-23 April 2015 | Zabeel Hall & Halls 1-8

Dubai International Convention and Exhibition Centre

هيئة كهرباء ومياه دبي

Dubai Electricity & Water Authority

Deadline: 29th March 2015

System Form-7A

Show Name: _____

Company Name: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ E-mail: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

Exhibitors please ensure that the keys of doors & furnitures are returned and nothing is left behind when rented furnitures are handed back to us on the last event day. Rental rates quoted hereunder are for the entire duration of the Exhibition.

Rental for System Displays

1

COAT STAND
(Wall Mounted)
(1 meter length)

DHS 135
US $ 37
Qty Cost

2

LITERATURE RACK
(Wall Mounted)
4xA4 (1 meter length)

DHS 135
US $ 37
Qty Cost

3

RAISED PLAT-FORM
(Wooden)
Size in mm:
W1000 D1000 H100

DHS 118
US $ 32
Qty Cost

4

FLAT SHELF
(Corner / L.Shape)
Size in mm:
W1000 D1000 H18

DHS 78
US$ 21
Qty Cost

5

FLAT SHELF
Size in mm:
W1000 D300 H18

DHS 43
US$ 11
Qty Cost

6

SLOPED SHELF
Size in mm:
W1000 D300 H18

DHS 52
US $ 14
Qty Cost

Total Amount _____

PAYMENT DETAILS

Amount in Words _____

Orders are valid only when accompanied by full remittance. Payment should be made in favor of **AL FAJER INFORMATION & SERVICES** in US Dollars Bank Draft or by Telex transfer to our Account.

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Return To: **Exhibitions & more**
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Dubai Electricity & Water Authority

Deadline: 29th March 2015

System Form-7B

Show Name: _____

Company Name: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ E-mail: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

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Rental for System Displays

7

FOLDING DOOR
Size in mm:
W1000 H2000

DHS 227
US $61

Qty Cost

8

NORMAL DOOR
(Wooden)
Size in mm:
W1000 H2000

DHS 357
US$ 97

Qty Cost

9

DHS 138
US $37.5

STEEL GRID (With 20 Hooks)
Size in mm: W610 H1830

STEEL GRID (With 30 Hooks)
Size in mm: W 920 H1830

DHS 195
US $ 53

Qty Cost

10

ALUMINIUM CEILING GRID
Size in mm:
W965 D965

DHS 113
US $ 33

Qty Cost

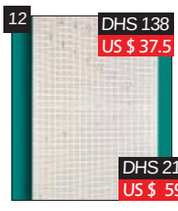
11

WALL PANEL
Size in mm:
W1000 H2500

DHS 132
US $ 36

Qty Cost

12



DHS 138
US $ 37.5

PEG BOARD
(With 20 hooks)
Size in mm: W900 H1200

PEG BOARD
(With 30 hooks)
Size in mm: W900 H2400

DHS 217
US $ 59

Qty Cost

Total Amount _____

PAYMENT DETAILS

Amount in Words _____

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هيئة كهرباء ومياه دبي
Dubai Electricity & Water Authority

Deadline: 29th March 2015

Furniture Form-7C

Show Name: _____

Company Name: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ E-mail: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

Exhibitors please ensure that the keys of doors & furnitures are returned and nothing is left behind when rented furnitures are handed back to us on the last event day. Rental rates quoted hereunder are for the entire duration of the Exhibition.

Rental for Furniture & Optional Displays

1	DHS 230 US$ 62.5 DHS 174 US $ 47	HIGH STOOL LARGE (White) HIGH STOOL SMALL (White & Black)	Qty	Cost	2	DHS 108 US $ 29	STOOL BLACK (Low)	Qty	Cost
3	DHS 66 US $ 18	HIGH STOOL Plastic (White & Black)	Qty	Cost	4	DHS 195 US $ 53	LEM STOOL (White & Woodden)	Qty	Cost
5	DHS 118 US $ 32	LEATHER CHAIR (Black)	Qty	Cost	6	DHS 95 US$ 25	VISITOR'S CHAIR (Red Fabric)	Qty	Cost
7	DHS 131 US$ 35	WHITE CHAIR (Gilbert)	Qty	Cost	8	DHS 131 US$ 35	WOODEN STOOL	Qty	Cost
9	DHS 131 US$ 35	DELTA CHAIR (Black)	Qty	Cost					

Total Amount _____

Amount in Words _____

PAYMENT DETAILS

Orders are valid only when accompanied by full remittance. Payment should be made in favor of AL FAJER INFORMATION & SERVICES in US Dollars Bank Draft or by Telex transfer to our Account.

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هيئة كهرباء ومياه دبي

Dubai Electricity & Water Authority

Deadline: 29th March 2015

Furniture Form-7D

Show Name: _____

Company Name: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ E-mail: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

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Rental for Furniture & Optional Displays

10

EASY CHAIR
(Black)

DHS 131
US$ 35

Qty Cost

11

SINGLE SOFA
(Blue, Red & Gray)

DHS 217
US$ 59

Qty Cost

12

SOFA FABRIC SINGLE (Black)
Semi Round

DHS 327
US $ 89

Qty Cost

13

SOFA FABRIC DOUBLE (Black)
Semi Round

DHS 522
US $ 142

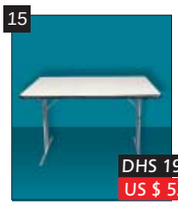
Qty Cost

14

SOFA SINGLE
(White)

DHS 327
US $ 89

Qty Cost

15 

RECTANGULAR TABLE
Size in mm:
W1200 D800 H750

DHS 195
US $ 53

Qty Cost

16

NEW LINE SQUARE TABLE
Size in mm:
W700 D700 H750

DHS 183
US$ 49

Qty Cost

17

US $ 56
DHS 206

ROUND TABLE
(Black & White)
Size in mm: W800 H750

SMALL ROUND TABLE
(Black & White)
Size in mm: H520 W400

DHS 118
US $ 32

Qty Cost

18

BAR TABLE
(High) Black Top
Size in mm:
W600 H1200

DHS 217
US$ 59

Qty Cost

PAYMENT DETAILS

Total Amount _____

Amount in Words _____

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Dubai Electricity & Water Authority

Deadline: 29th March 2015

Furniture Form-7E

Show Name: _____

Company Name: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ E-mail: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

Exhibitors please ensure that the keys of doors & furnitures are returned and nothing is left behind when rented furnitures are handed back to us on the last event day. Rental rates quoted hereunder are for the entire duration of the Exhibition.

Rental for Furniture & Optional Displays

19

SQUARE TABLE
(White)
Size in mm:
W750 D750 H750
DHS 183
US$ 49
Qty Cost

20

ROUND TABLE
(Glass)
Size mm:
Dia720 H700
DHS 217
US$ 59
Qty Cost

21

COFFEE TABLE
(With Glass Top)
Size in mm:
W650 D650 H465
DHS 118
US $ 32
Qty Cost

22

US$ 67.5
DHS 248
INFORMATION COUNTER
Size in mm:
W1000 D500 H1000
INFORMATION COUNTER
Size in mm:
W1000 D500 H750
DHS 195
US $ 53
Qty Cost

23

INFORMATION COUNTER
Size in mm:
W1000 D500 H1100
DHS 195
US $ 53
Qty Cost

24

INFORMATION COUNTER
Size in mm:
W2500 D500 H1100
DHS 332
US$ 90
Qty Cost

25

US$ 67.5
DHS 248
OCTANORM LOCKABLE COUNTER
Size in mm:W1000 D500 H1000
LOCKABLE COUNTER
Size in mm:W1000 D500 H750
DHS 195
US $ 53
Qty Cost

26

LOCKABLE CUPBOARD
Size in mm:
W1000 D500 H900
DHS 195
US $ 53
Qty Cost

27

NEW LINE TALL SHOWCASE
(With Storage)
Size in mm:
W800 D500 H2000
DHS 375
US$ 102
Qty Cost

PAYMENT DETAILS

Total Amount _____

Amount in Words _____

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Dubai Electricity & Water Authority

Deadline: 29th March 2015

Furniture Form-7F

Show Name: _____

Company Name: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ E-mail: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

Exhibitors please ensure that the keys of doors & furnitures are returned and nothing is left behind when rented furnitures are handed back to us on the last event day. Rental rates quoted hereunder are for the entire duration of the Exhibition.

Rental for Furniture & Optional Displays

28

NEWLINE OCTACASE
Size in mm:
W800 D800 H2000
DHS 479
US$ 130
Qty Cost

29

NEWLINE SHOWCASE
(Slanted) Size in mm:
W1000 D500 H1000
DHS 327
US $ 89
Qty Cost

30

NEWLINE T-CASE
Size in mm:
W1000 D600 H1000
DHS 227
US $ 61
Qty Cost

31

NEW LINE SLIM TALL SHOWCASE
(With Storage)
Size in mm:
W500 D500 H2000
DHS 313
US $ 85
Qty Cost

32

NEW LINE SHOWCASE
(Full Glass)
Size in mm:
W1000 D400 H1000
DHS 300
US $ 81
Qty Cost

33

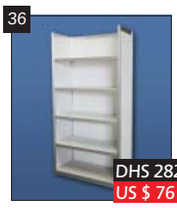
NEW LINE HEXACASE
Size in mm:
W800 D600 H2000
DHS 400
US$ 109
Qty Cost

34

OCTANORM SHOWCASE
Size in mm:
W1000 D500 H1000
DHS 327
US $ 89
Qty Cost

35

SHELF UNIT - 4SHELVES
Size in mm:
W1000 D350 H2000
DHS 235
US$ 64
Qty Cost

36

SHELF UNIT - 4 SHELVES
Size in mm:
W1000 D500 H2000
DHS 282
US $ 76
Qty Cost

PAYMENT DETAILS

Total Amount _____

Amount in Words _____

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Dubai Electricity & Water Authority

Deadline: 29th March 2015

Furniture Form-7G

Show Name: _____

Company Name: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ E-mail: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

Exhibitors please ensure that the keys of doors & furnitures are returned and nothing is left behind when rented furnitures are handed back to us on the last event day. Rental rates quoted hereunder are for the entire duration of the Exhibition.

Rental for Furniture & Optional Displays

37

TV & VIDEO STAND
Size in mm:
W500 D500 H1200

DHS 227 / US $ 61 | Qty | Cost

38

EXHIBIT BASE
(Newline)
Size in mm:
W500 D500 H250

DHS 87 / US $ 23 | Qty | Cost

39

EXHIBIT BASE
(Newline)
Size in mm:
W500 D500 H500

DHS 118 / US $ 32 | Qty | Cost

40

EXHIBIT BASE
(Newline)
Size in mm:
W500 D500 H750

DHS 152 / US $ 41 | Qty | Cost

41

EXHIBIT BASE
(Newline)
Size in mm:
W500 D500 H1000

DHS 195 / US $ 53 | Qty | Cost

42

PODIUM
(Newline)
Size in mm:
W1000 D1000 H250

DHS 108 / US $ 29 | Qty | Cost

43

PODIUM
(Newline)
Size in mm:
W1000 D1000 H500

DHS 152 / US $ 41 | Qty | Cost

44

PODIUM
(Newline)
Size in mm:
W1000 D1000 H750

DHS 195 / US $ 53 | Qty | Cost

45

PODIUM
(Newline)
Size in mm:
W1000 D1000 H1000

DHS 240 / US $ 65 | Qty | Cost

Total Amount _____

PAYMENT DETAILS

Amount in Words _____

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هيئة كهرباء ومياه دبي

Dubai Electricity & Water Authority

Deadline: 29th March 2015

Furniture Form-7H

Show Name: _____

Company Name: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ E-mail: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

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Rental for Furniture & Optional Displays

46

REFRIGERATOR
(120ltr. Small)
Size in mm:
W490 D460 H830

DHS 300 | US $ 81 | Qty | Cost

47

REFRIGERATOR
(180ltr. Medium)
Size in mm:
W590 D530 H1400

DHS 357 | US$ 97 | Qty | Cost

48

FREEZER (366 L)
21Kg Freezing Capacity

DHS 914 | US$ 245 | Qty | Cost

49

COFFEE MACHINE

DHS 113 | US$ 30 | Qty | Cost

50

LITERATURE RACK DESKTOP
(Acrylic single A4)

DHS 70 | US $ 19 | Qty | Cost

51

LITERATURE RACK
(Free Standing) 3xA4

DHS 66 | US $ 18 | Qty | Cost

52

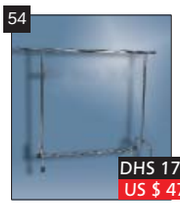
LITERATURE RACK
(Free Standing) 6xA4

DHS 261 | US $ 75 | Qty | Cost

53

ARTIFICIAL PLANT

DHS 131 | US$ 35 | Qty | Cost

54 

GARMENT RAIL
(With wheel)

DHS 174 | US $ 47 | Qty | Cost

Total Amount _____

Amount in Words _____

PAYMENT DETAILS

Orders are valid only when accompanied by full remittance. Payment should be made in favor of AL FAJER INFORMATION & SERVICES in US Dollars Bank Draft or by Telex transfer to our Account.

HSBC BANK MIDDLE EAST
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAEAD
IBAN: AE970200000020581880001

- **Please mention the IBAN code, as it is mandatory for all inward transfers to U.A.E.**

Quotation can be provided separately for items not listed hereunder.

Return To: **Exhibitions & more**
P. O. Box 50162, Dubai, UAE, Tel: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

Deadline: 29th March 2015

Furniture Form-7I

Show Name: _____

Company Name: _____ Stand No: _____ Hall No: _____

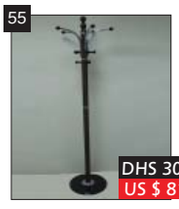
Telephone # _____ Fax # _____ E-mail: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

Exhibitors please ensure that the keys of doors & furnitures are returned and nothing is left behind when rented furnitures are handed back to us on the last event day. Rental rates quoted hereunder are for the entire duration of the Exhibition.

Rental for Furniture & Optional Displays

55 
COAT STAND (Free Standing)
DHS 300 / US $ 81 Qty Cost

56
MANNEQUINS ADULT (Male/ Female)
DHS 522 / US $ 142 Qty Cost

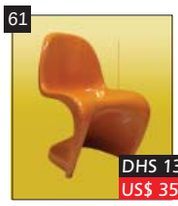
57
WASTE BASKET
DHS 19 / US$ 5 Qty Cost

58
WALL DISPLAY PANEL (Red, Blue)
Size in mm:
W1200 H900
DHS 118 / US $ 32 Qty Cost

59
SAFTEY BOX
Size in mm:
W350 D390 H460
DHS 436 / US $ 118 Qty Cost

60
BARRIER
(2 post +1 meter rope)
DHS 206 / US $ 56 Qty Cost

60
SAFETY LOCKER
Size in mm:
W590 D540 H950
DHS 893 / US $ 243 Qty Cost

61 
PANTONE CHAIR
DHS 131 / US$ 35 Qty Cost

Total Amount _____

Amount in Words _____

PAYMENT DETAILS

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Quotation can be provided separately for items not listed hereunder.

Return To: **Exhibitions & more**
P. O. Box 50162, Dubai, UAE, Tel: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

Deadline: 29th March 2015

Audio Visual Form-8

Show Name: _____

Company Name: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ E-mail: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

* Please keep a copy for your records on site. Rental rates quoted hereunder are for the entire duration of the Exhibition.

Sr.	No.	DESCRIPTION	Rates in US$	Rates in Dhs	Quantity	Cost
A		PROJECTOR				
	1)	LCD PROJECTOR				
	1.2	Multimedia Projector XGA 2500 ANSI Lumens	455.00	1671.00		
	1.3	Multimedia Projector XGA 2500 ANSI Lumens (3000)	753.00	2766.00		
B		SCREEN				
	1)	TRIPOD SCREEN				
	1.1	Tripod Screen 160 cm. x 160 cm.	50.00	185.00		
	1.2	Tripod Screen 160 cm. x 180 cm.	78.00	288.00		
	2)	LCD SCREEN				
	2.1	32" LCD Screen	354.00	1301.00		
	2.2	37 " LCD Screen	405.00	1486.00		
	2.3	40" LCD Screen - Free Standing	461.50	1692.00		
	2.4	50" LCD Screen - Free Standing	753.50	2766.00		
	2.5	60" LCD Screen - Free Standing	1777.00	6523.00		
C		LAPTOP/DESKTOP COMPUTERS				
	1	Note Book Computer P4	360.00	1321.00		
	2	Desk Top Computers P4 With 17" LCD Screen	281.00	1032.00		
D		DVD				
	1	DVD Player	112.00	413.00		
		Total Cost				

PAYMENT DETAILS

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Quotation can be provided separately for items not listed hereunder.

Return To: **Exhibitions & more**
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Under the Patronage of His Highness Sheikh Hamdan bin Rashid Al Maktoum, Deputy Ruler of Dubai, Finance Minister of the UAE and President of DEWA.

GOVERNMENT OF DUBAI

As part of Dubai Electricity and Water Authority's Green Week Initiative

WETEX 2015

WATER, ENERGY, TECHNOLOGY AND ENVIRONMENT EXHIBITION

At The Forefront of Sustainability

21-23 April 2015 | Zabeel Hall & Halls 1-8

Dubai International Convention and Exhibition Centre

هيئة كهرباء ومياه دبي

Dubai Electricity & Water Authority

Deadline: 29th March 2015

Electrical Items Form-9

Show Name: _____

Company Name: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ E-mail: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

For extra power supply please refer Electrical Supply Form.

- Late orders will be subject to availability +20% surcharges.
- Exhibitors will be held responsible for any loss or damages.
- All electrical connections will be standard 3 phase for the machinery. In order to distribute the electric load, orders should be clear, correct and should reach the Organizer's Office well in advance.
- Rates quoted are for the entire duration of the Exhibition.
  Rental rates quoted hereunder are for the entire duration of the Exhibition.

1

SPOT LIGHT
100 W

DHS 125
US $ 34

Qty | Cost

2

ARM LIGHT
100 W

DHS 143
US $ 39

Qty | Cost

3

LOW VOLTAGE ARM LIGHT
50 W

DHS 176
US $ 48

Qty | Cost

4

METAL HALIDE (HQI)
70 W

DHS 215
US$ 58.5

Qty | Cost

5

LONG ARM HALOGEN
300 W

DHS 242
US $ 66

Qty | Cost

6

FLOOD LIGHT
300 W

DHS 242
US $ 66

Qty | Cost

Total Amount _____

Amount in Words _____

PAYMENT DETAILS

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IBAN: AE970200000020581880001

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Quotation can be provided separately for items not listed hereunder.

Return To: **Exhibitions & more**
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هيئة كهرباء ومياه دبي
Dubai Electricity & Water Authority

Deadline: 29th March 2015

Electrical Items Form-9A

Show Name: _____

Company Name: _____ Stand No: _____ Hall No: _____

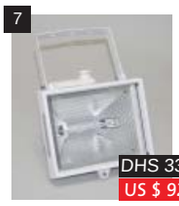
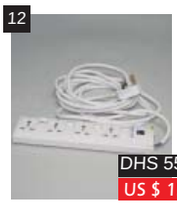
Telephone # _____ Fax # _____ E-mail: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

For extra power supply please refer Electrical Supply Form.

- Late orders will be subject to availability +20% surcharges.
- Exhibitors will be held responsible for any loss or damages.
- All electrical connections will be standard 3 phase for the machinery. In order to distribute the electric load, orders should be clear, correct and should reach the Organizer's Office well in advance.
- Rates quoted are for the entire duration of the Exhibition.
  Rental rates quoted hereunder are for the entire duration of the Exhibition.

7		FLOOD LIGHT 500 W	DHS 338 US $ 92	Qty	Cost	8		FLOURESCENT (4FT) Light 40 W	DHS 154 US $ 42	Qty	Cost
9		FLOURESCENT (2FT) Light 20 W	DHS 154 US $ 38	Qty	Cost	10		SOCKET 13 AMP	DHS 125 US $ 34	Qty	Cost
11		SOCKET 15 AMP	DHS 161 US $ 44	Qty	Cost	12		EXTENSION CORD	DHS 55 US $ 15	Qty	Cost
13		MULTI PIN ADAPTOR	DHS 15 US $ 4	Qty	Cost	14		SINGLE PHASE DISTRIBUTION BOARD	DHS 716 US $ 195	Qty	Cost
15		THREE PHASE DISTRIBUTION BOARD	DHS 1312 US$ 357.5	Qty	Cost						

Total Amount _____

Amount in Words _____

PAYMENT DETAILS

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HSBC BANK MIDDLE EAST
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAEAD
IBAN: AE970200000020581880001

- **Please mention the IBAN code, as it is mandatory for all inward transfers to U.A.E.**

Quotation can be provided separately for items not listed hereunder.

Return To: **Exhibitions & more**
P. O. Box 50162, Dubai, UAE, Tel: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

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At The Forefront of Sustainability

21-23 April 2015 | Zabeel Hall & Halls 1-8

Dubai International Convention and Exhibition Centre

هيئة كهرباء ومياه دبي

Dubai Electricity & Water Authority

Deadline: 29th March 2015

Electrical Supply Form (Space Only - During Show) 9B1

Show Name: _____

Company Name: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ E-mail: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

NOTE:

- **In line with the ongoing Health and Safety initiatives across the Venue, it is now essential that specific stand power is ordered for during build-up. Existing wall sockets will be inactive and power will be allocated from the hall distribution boards as ordered.**
- Late orders will be subject to availability + surcharge.
- Exhibitors will be held responsible for any loss or damages.
- All electrical connections will be standard 3 phase for the machinery. In order to distribute the electric load, orders should be clear, correct and should reach the Organizer's Office well in advance.
- For Shell Scheme exhibitors using machinery products please fill this form for additional power supply.
- For Raw Space exhibitors an Earth Leakage Circuit Breaker (ELCB) or Distribution Board (DB) is required.

Cancellation Policy

- Cancellation of order prior to the deadline date - No charge
- Cancellation / Amendment of previous order after deadline date – 100% cancellation charges
- The Standard of mains supplies at the Exhibition Hall is:
  Single Phase main 220 volts 50Hz
  Three Phase main 380 volts 50Hz

B	Main Supply	Standard More Than 21 days prior rates in US$	Standard More Than 21 prior rates days in Dhs	On-Site Less Than 21 prior rates in US$	On-Site Less Than 21 prior rates in Dhs	Quantity	Cost
	MAIN POWER SERVICES (DURING EXIBITION PERIOD 21-23 APRIL 2015)						
01	15 Amps single phase main including cosumtion	225.00	825.00	300.00	1102.50		
02	30 Amps single phase main including cosumtion	384.00	1410.00	558.00	2047.50		
03	15 Amps three phase main including cosumtion	616.00	2260.00	895.00	3285.00		
04	30 Amps three phase main including cosumtion	1032.00	3785.00	1500.00	5512.50		
05	60 Amps three phase main including cosumtion	1742.00	6390.00	2545.00	9330.00		
06	100 Amps three phase main including cosumtion	3236.00	11875.00	4725.00	17347.50		
07	Single phase distribution board	230.00	840.00	153.00	560.00		
08	3 Phase distribution board	320.00	1165.00	210.00	775.00		
09	Transformer 110V	55.00	200.00	82.00	300.00		
10	24 Hour power supply	+30%	+30%	+30%	+30%		
						Total Cost	

PAYMENT DETAILS

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HSBC BANK MIDDLE EAST
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAEAD
IBAN: AE970200000020581880001

- **Please mention the IBAN code, as it is mandatory for all inward transfers to U.A.E.**

Quotation can be provided separately for items not listed hereunder.

Note: For 2015, DWTC charges may change, the same shall be intimated to the exibitor as soon as we hear from DWTC

Return To: **Exhibitions & more**
P. O. Box 50162, Dubai, UAE, Tel: +971 4 3406888 Fax: +971 4 3403608 Email:mohan@alfajer.net

Deadline: 29th March 2015

Electrical Supply (Space Only During Build-up) 9B2

(19 - 20 April 2015)

Show Name: _____

Company Name: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ E-mail: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

- ***Late orders will be subject to availability +50% surcharge, 100% Surcharge is applicable on all orders recieved after the start of build-up.***
- ***Cancellation procedure: Within deadline date:*** *No charges* ***After Deadline:*** *100% charges.* ***Orders recieved after deadline date:*** *Exhibitors are liable to pay 100% of the invoice value, even if it is cancelled on a later date.*
- ***Also note for upgradation of power supply order, cancellation procedure will apply.***
- ***Exhibitors will be held responsible for any loss or damages.***

In line with the ongoing Health and Safety initiative across the venue. it is now essential that specific stand power is ordered for during build up. Existing wall sockets will be inactive and power will be allocated from the hall disribution boards as ordered.
For Raw Space Exhbitors an Earth Leakage Circuit Breaker (ELCB) or Distribution Board (DB) is required.

CODE	ITEMS	US$	AED	Quantity	Cost
SP15	15 Amps single phase main	141	515		
SP30	30 Amps single phase main	224	820		
TP15	15 Amps three phase main	350	1280		
TP30	30 Amps three phase main	623	2280		
	TOTAL COST				

Note:

- The distribution boards for build-up power will be located in each of the 4 corners of the halls
- Each hall will have four distribution boards
- The contractor will connect their own equipment and cables to the distribution board
- Each distribution board will consist of single phase & three phase female commando or CEE Form sockets and 13 Amps plug tops
- For each order the contractor will be issued with a numbered socket
- Contractor build-up power is only to be used for stand construction purposes and not for stand testing
- Build-up power will be used for build-up only
- Build-up power cannot be shared with other stand contractors
- The contractor will need to order and pay the power with Exhibitor Services
- DWTC utility services will provide a 24/7 duty technician for the build power
- There will be a separate breaker for each socket, in case the power trips, the contractor needs to contact the duty electrician to reset the breaker
- All extension cables should be protected by a 13 Amps fuse
- For orders of more than 15 Amps single phase, the contractor needs to supply their own male CEE form socket
- There will no other power source during build up, only the build- up power distribution boards will be live
- During the event the build-up power Distribution Boards will be turned off.

Return To: **Exhibitions & more**
P. O. Box 50162, Dubai, UAE, Tel: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

Form **9C**

Deadline: 29th March 2015 — Electrical Requirements

To **WETEX 2015**
Al Fajer Information & Services
P.O. Box 11183, Dubai United Arab Emirates
Tel: +9714 3406888 Fax: +974 3403608
Email: Mohan@alfajer.net

Company Name _____ Stand No _____

Address _____

Telephone _____ Fax _____

Email _____

Contact Person _____ Position _____

Pleas indicate in this grid plan (2cm = 1m) the approximate electrical layout you require for your stand. You should also indicate gangways and adjacent stands to ensure positive identification.

Under the Patronage of His Highness Sheikh Hamdan bin Rashid Al Maktoum, Deputy Ruler of Dubai, Finance Minister of the UAE and President of DEWA.

GOVERNMENT OF DUBAI

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هيئة كهرباء ومياه دبي

Dubai Electricity & Water Authority

Deadline: 29th March 2015

Electrical Supply For Ceiling (Space Only) 9D

Show Name: _____

Company Name: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ E-mail: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

- **Late orders will be subject to availability with 50% surcharge, 100% surcharge is applicable on all orders recieved after the start of build-up.**
- **Also note for upgradation of power supply order, cancellation procedure will apply.**
- Exhibitors will be held responsible for any loss or damages.
- Orders are valid only when accompanied by full remittance
- All electrical connections will be standard 3 phase for the machinery. In order to distribute the electric load, orders should be clear, correct and should reach us well in advance.
- For Shell Scheme exhibitors using machinery products please fill this form for additional power supply.
- For Raw Space exhibitors an Earth Leakage Circuit Breaker (ELCB) or Distribution Board (DB) is required.

Rental rates quoted hereunder are for the entire duration of the Exhibition.

Cancellation Policy

Within deadline date: No charges **After Deadline:** 100% charges.

Orders recieved after deadline date: Exhibitors are liable to pay 100% of the invoice value, even if it is cancelled on a later date.

- **The standard of mains supplies at the exhibition hall is :**

SINGLE PHASE MAIN 220 VOLTS 50Hz **THREE PHASE MAIN 380 VOLTS 50Hz**

Code	Main Supply with Drop Cable charges	Rates in US$	Rates in Dhs	Quantity	Cost
SP15	15 Amps single phase main	690	2525		
SP30	30 Amps single phase main	850	3110		
TP15	15 Amps three phase main	1082	3960		
TP30	30 Amps three phase main	1500	5485		
SDBO1	Single phase distribution board	195	716		
TDBO1	3 Phase distribution board	358	1312		
24HS	24 Hour power supply add 30% to the above rate				
				Total Cost	

Note: - Charges for Truss Lighting is inclusive of drop cable. This charge is only for provision of electric cable from distribution board to your stand. For your truss rigging points/ drop wire and for other purposes you may contact Trade Centre directly.

PAYMENT DETAILS

Total Amount _____

Amount in Words _____

Orders are valid only when accompanied by full remittance. Payment should be made in favor of AL FAJER INFORMATION & SERVICES in US Dollars or by Telex transfer to our Account.

HSBC BANK MIDDLE EAST

P.O. Box: 66, Dubai, Main Br anch Dubai, U.A.E.

Account No. 020-581880-001

Swift Code: BBMEAEAD

IBAN: AE970200000020581880001

- **Please mention the IBAN code, as it is mandatory for all inward transfers to U.A.E.**

Quotation can be provided separately for items not listed hereunder.

Note: • *For 2015, DWTC charges may change, the same shall be intimated to the exibitor as soon as we hear from DWTC*

Return To: **Exhibitions & more**

P. O. Box 50162, Dubai, UAE, Tel: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

Deadline: 29th March 2015

Water Supply & Drainage Form-10

Show Name: _____

Company Name: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ E-mail: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

Note:

- **Late orders will be subject to availability +50% surcharge, 100% Surcharge is applicable on all orders recieved after the start of build-up.**
- **Cancellation procedure: Within deadline date:** No charges **After Deadline:** 100% charges**.**
  Orders recieved after deadline date: Exhibitors are liable to pay 100% of the invoice value, even if it is cancelled on a later date.
- **Also note any amendment/upgradation of previous order, cancellation procedure will apply.**
- Exhibitors will be held responsible for any loss or damages.
- The internal diameter of the water supply pipe is ½" and that of the drainage pipe is 1"-1/2" Exhibitors who require special plumbing should state details in the space provided below. Separate quotation will be sent for any additional charges depending on the stand location.

Rental rates quoted hereunder are for the entire duration of the Exhibition.

Items	Rate in US$ Per Unit	Rate in Dhs Per Unit	Quantity	Cost
Water inlet and outlet pipe inclusive of up to 3 meter length piping (without tap & sink)	1100.00	4030.00		
Additional per meter run of pipe	10.00	37.00		
Water inlet and outlet pipe inclusive of up to 3 meters length piping with tap & sink	1250.00	4585.00		
			Total Cost	

Any Special Requirement:

1

2

3

PAYMENT DETAILS

Total Amount _____

Amount in Words _____

Orders are valid only when accompanied by full remittance. Payment should be made in favor of AL FAJER INFORMATION & SERVICES in US Dollars or by Telex transfer to our Account.

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- **Please mention the IBAN code, as it is mandatory for all inward transfers to U.A.E.**

Quotation can be provided separately for items not listed hereunder.

Note: For 2015, DWTC charges may change, the same shall be intimated to the exibitor as soon as we hear from DWTC

Return To: **Exhibitions & more**
P. O. Box 50162, Dubai, UAE, Tel: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

Deadline: 29th March 2015

Compressed Air Form-11

Show Name: _____

Company Name: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ E-mail: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

Reminder:

- **Late orders will be subject to availability +50% surcharge, 100% Surcharge is applicable on all orders recieved after the start of build-up.**
- **Cancellation procedure: Within deadline date:** No charges **After Deadline:** 100% charges**.**
  Orders recieved after deadline date: Exhibitors are liable to pay 100% of the invoice value, even if it is cancelled on a later date.
- **Also note for upgradation/amendment of the previous order, cancellation procedure will apply.**
- Exhibitors will be held responsible for any loss or damages.
- The Price quoted below is exclusive of distributers board/ELCB.
- Supply is not totally clean and Exhibitors must provide their own filters, if 100% clean, dry air is needed. For your information, the percentage of humidity and oil contents is approximately 4% and 100 ppm, respectively.
- The above quote is for one piston compressor, without dryer. It is the responsibility of the exhibitors to drain off the water daily.
- If the standard supply is not suitable for your purpose, please contact us for a separate quotation.
- The Official Stand Building Contractor will make the connection to the exhibit, but this will be with the Exhibitor's connectors, under the Exhibitor's supervision and at the Exhibitor's risk.
- Prices quoted above are for the connection only. If more that one connection is required, additional amount per connection will be charged (please refer to the below price table).
- Location of the heavy Compressed Air Supply is limited and will lie within the perimeter of the Halls.
- Charges are inclusive of power supply.
- The installation and use of exhibitors' own compressors is not permitted.
- For safety reasons the compressed air supply will be switched off from one hour after the event closes on its last day, as will the water and power supply.

Note: Prior permission need to be taken from Organizers and Official Contractors with respect to Exhibitors bringing in their own compressors. The piping and electrical supply is to be ordered from **Exhibition & More.**

Rental rates quoted hereunder are for the entire duration of the Exhibition.

Air flow – Litre /PM	Pressure	Cost in US$	Cost in Dhs	Quantity	Cost
50-100	6	1127.00	4,125.00		
100-300	8	1327.00	4,855.00		
300-500	10	1597.00	5,845.00		
500-750	10	1784.00	6,530.00		
Additional (split) connection		+50%			
		GRAND TOTAL			

Total Amount _____

Amount in Words _____

PAYMENT DETAILS

Orders are valid only when accompanied by full remittance. Payment should be made in favor of **AL FAJER INFORMATION & SERVICES** in US Dollars Bank Draft or by Telex transfer to our Account.

HSBC BANK MIDDLE EAST
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAEAD
IBAN: AE970200000020581880001

Please mention IBAN code as it is mandatory for all inward transfers to U.A.E.

Quotation can be provided separately for items not listed hereunder.

Note: For 2015, DWTC charges may change, the same shall be intimated to the exibitor as soon as we hear from DWTC

Return To: **Exhibitions & more**
P. O. Box 50162, Dubai, UAE, Tel: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

eventserve
BY DUBAI WORLD TRADE CENTRE

Form No. 12

Data & Telecom Services Form_2015 V01.09.14_MST

GOVERNMENT OF DUBAI

هيئة كهرباء ومياه دبي
Dubai Electricity & Water Authority

WETEX 2015
WATER, ENERGY, TECHNOLOGY AND ENVIRONMENT EXHIBITION

Please Return Completed Forms to DWTC's Exhibitor Services:

Helpline: +971 4 308 6333 • E-mail: exhibitors@dwtc.com

Please complete in type or block capitals (we cannot be held responsible for mistakes from illegible handwriting)

EXHIBITION DETAILS

Exhibition Name				Exhibition Date	
Hall No.		Stand No.		Stand Name	

ORDER CONTACT DETAILS (we require these details so we can contact you about your order)

First Name								
Last Name				Job Title				
Company Name / Type				Contractor		Exhibitor		Agent
Company Address								
Company City		Postal Code			Country			
Direct No.		Mobile No.						
E-mail (important service information will be sent to this address)								
On-site Contact Name			On-site contact No.					

Ways to Pay: Payment should be made only on receiving your pro-forma invoice;

✓ (Please select)

☐ **CREDIT CARD -** You can now pay by credit card through our secure on-line payment facility. On confirmation of your order we will e-mail you a link to our website that will allow you to pay by VISA or MasterCard with ease.

☐ **COMPANY CHEQUE -** If your company is based within the UAE, we will accept payment by company cheque. You need to allow for 5 working days to ensure that the funds have cleared on time and as such postdated cheques are not accepted. Cheques can only be deposited at Exhibitor Services in Concourse 1 of Dubai World Trade Centre.

☐ **BANK TRANSFER -** If you prefer you can pay by bank transfer. On selecting this method we will e-mail you the Bank Transfer Form that will detail our account information and the charges you should allow for. You need to allow for 10 working days to ensure that the funds have cleared on time.

Conditions of Sale:

1) Dubai World Trade Centre holds the exclusive rights to all data and telecommunication services within DWTC.
2) All orders for data and telecom services must be paid in full at the time of ordering. All rates are quoted in United Arab Emirates Dirhams. Cancellations or amendments to confirmed and paid orders are not permitted.
3) **The advance "More than 3 weeks prior" rates are charged 3 weeks and more prior to the start date of the event**. Items must be paid within 5 days of ordering or will be automatically cancelled.
4) **The standard "Less than 3 weeks prior" rates are charged within 3 weeks and less prior to the start date of the event.** Items must be paid within 24 hours of ordering or will be automatically cancelled.
5) Orders placed **on-site** once build-up has commenced are subject to availability and charged at the **standard "Less than 3 weeks prior"** rates plus **50%**.
6) Successful delivery of your order is dependent on the correct stand number and name of exhibiting company being provided. Please ensure that any changes to the stand number or exhibiting company name are communicated to DWTC by e-mailing exhibitors@dwtc.com.

Note: For 2015, DWTC charges may change, the same shall be intimated to the exibitor as soon as we hear from DWTC

Data & Telecom Services Form_2015 V01.09.14_MST

A World of Possibilities:

Dubai World Trade Centre is expert in delivering all your telecommunication and data services requirements during the exhibition. For ease you can order directly using this form. However if you have more complex requirements such as direct external lines, leased lines, wired networks then please contact us and we will be delighted to quote for you.

The Exhibitor Services Catalogue is now available containing full product descriptions and imagery: Contact us on +971 4 308 6333 or e-mail us at exhibitors@dwtc.com

Due to the variability of wireless network signals within the exhibition environment, Dubai World Trade Centre operates the following;

Wireless internet networks installed by exhibitors and their contractors can only function on 2.4GHz, however DWTC does not recommend this for product demonstration due to interference from multiple networks and is unable to offer any technical support on this frequency.

Dubai World Trade Centre operates a "Clean Air" policy on wireless internet networks functioning on 5GHz and will reserve the right to switch off any unauthorised 5GHz wireless networks.

The "5GHz Wireless Internet Access" product only operates on the 5GHz wireless band. To know if your device supports 5GHz radio you can search www.gsmarena.com to see the specifications of your smartphone or tablet under DATA _ WLAN. If it has "Wi-Fi 802.11 b/g/n" then it only supports 2.4GHz, if it has "Wi-Fi 802.11 a/b/g/n" then it supports 5GHz.

Any orders for internet access must have the required information detailed in full before the order will be processed.

Item Description	Connection speed	Advance: More than 3 weeks prior	Standard: Less than 3 weeks prior	On-site rate	Quantity	Total cost
Wired internet	1 Mbps	3,125.00	4,460.00	6,690.00		
	2 Mbps	4,035.00	5,760.00	8,640.00		
	4 Mbps	5,400.00	7,710.00	11,565.00		
	10 Mbps	7,000.00	10,000.00	15,000.00		
	20 Mbps	9,450.00	13,500.00	20,250.00		
	40 Mbps	12,760.00	18,225.00	27,400.00		
	Higher band widths available on request					
	Number of users	Per user per event				
5GHz Wireless internet access *(charged at the number of users required x corresponding rate)*	1 - 4	500.00	500.00	500.00		
	5 – 49	360.00	360.00	360.00		
	50 – 99	250.00	250.00	250.00		
	100 plus	200.00	200.00	200.00		
2 Hour 5GHz wireless internet access per user		50.00	50.00	50.00		
Network switch and configuration with 4 network points		910.00	1300.00	1,950.00		
SUBTOTAL						

REQUIRED INFORMATION

✓ **Type of stand**	Shell scheme		Single-storey space only		Double-storey space only			
✓ **Type of device**	Laptop computer		Desktop computer		Tablet		Smart phone	
Quantity of devices								
✓ **Internet usage**	E-mail		Internet browsing		Video/ Voice calling e.g. Skype			
	Video streaming		Others					
✓ **Clean Air policy**	Received and understood		Received but have questions		Not received			

Note: For 2015, DWTC charges may change, the same shall be intimated to the exibitor as soon as we hear from DWTC

Data & Telecom Services Form_2015 V01.09.14_MST

✓ I have detailed my data requirements below and ask that a DWTC specialist calls me back to discuss:	

TELECOM LINES						
Item Description	**Deposit**	**Advance: More than 3 weeks prior**	**Standard: Less than 3 weeks prior**	**On-site rate**	**No. of lines**	**Total cost**
Telephone line and handset through PABX	3,000.00	825.00	1,175.00	1,765.00		
Fax line and machine through PABX	3,000.00	880.00	1,255.00	1,885.00		
ISDN	3,000.00	1,005.00	1,430.00	n/a		
Point of sale line		1,005.00	1,430.00	n/a		
SUBTOTAL						

GRAND TOTAL	
Printers, fax machines and laptops available on request	

Points to note:

1) Wired internet:

a. A computer or device with a RJ45 network interface is required to use DWTC wired internet connections.
b. Internet lines are activated on the last day of build-up. Please advise if you require the service prior to this date.

2) Wireless internet:

Due to the variability of wireless network signals within the exhibition environment, Dubai World Trade Centre operates the following;
a. Wireless internet networks installed by exhibitors and their contractors can only function on 2.4GHz, however DWTC does not recommend this for product demonstration due to interference from multiple networks and is unable to offer any technical support on this frequency.
b. Dubai World Trade Centre operates a “Clean Air” policy on wireless internet networks functioning on 5GHz and will reserve the right to switch off any unauthorised 5GHz wireless networks.
c. The “5GHz Wireless Internet Access” product only operates on the 5GHz wireless band. To know if your device supports 5GHz radio you can search www.gsmarena.com to see the specifications of your smartphone or tablet under DATA _ WLAN. If it has “Wi-Fi 802.11 b/g/n” then it only supports 2.4GHz, if it has “Wi-Fi 802.11 a/b/g/n” then it supports 5GHz.
d. Any orders for internet access must have the required information detailed in full before the order will be processed.

3) Telecoms:

a. Telephone lines such as direct external lines (DEL), point of sale lines (POS) and ISDN do not include per unit call charges which will be deducted from the deposit after the event or charged to the ETISALAT subscribers
b. Telephone lines are automatically programmed to allow for international calls unless otherwise requested.
c. ISDN lines are supplied without the required ISDN modem.
d. A UAE bank account is required for a point of sale (POS) lines which are supplied without the required credit card machine.
e. A power socket is required for fax and credit card machines.

4) General:

a. It is essential that you inform your stand contractor that telecommunication or data lines have been ordered.
b. Any equipment supplied is the responsibility of the exhibitor during the event and should be returned on the last day of the event. Any loss or damage incurred will be charged to the exhibitor.

5) Clean Air Policy:

Contd. /

Data & Telecom Services Form_2015 V01.09.14_MST

5) Clean Air Policy:

a. Purpose

As the 5GHz Wi-Fi wireless networking uses the shared resource of the unlicensed radio frequencies, it is necessary to regulate the usage of such devices within the Dubai World Trade Centre (DWTC) venues.

By applying this policy, reliable and secure Wi-Fi based services can be provided at DWTC. This policy applies to all 5GHz wireless networking devices and users on DWTC premises.

b. Policy

Ownership and Management of Radio Airspace

DWTC is the owner of the 5GHz unlicensed radio frequencies on its property, that is, the 5GHz Unlicensed National Information Infrastructure (UNII) bands used in wireless networking. DWTC is responsible for managing these radio frequencies for the benefit of DWTC users. DWTC may restrict use of any devices that can cause interference in the unlicensed radio frequency ranges.

DWTC is solely responsible for providing wireless networking services within its venues and offices. No other entity may deploy wireless network access points or other wireless service in its space. Private wireless access points in the exhibition halls, concourse areas, meeting rooms or offices are strictly prohibited. DWTC reserves its right to sanction non-compliance.

DWTC is responsible for maintaining a secure network and will deploy adequate security mechanisms to support wireless networking in the venues.

DWTC deployed a 5GHz wireless network to cover all its venues, based on the 802.11a/n standards. DWTC will work with other entities to accommodate special needs, where technically feasible. DWTC will collaborate with organizers and tenants where devices used for specific business reasons may require specific solutions.

Wireless Service Considerations

Wireless networking has bandwidth limitations compared to the wired network. The wireless network should be viewed as augmenting the wired network, to provide more flexible network use. Applications that require large amounts of bandwidth, or are sensitive to changes in signal quality and strength may not be appropriate for wireless access.

Standards supported

IEEE 802.11a/n is the preferred wireless networking standard.
Security standards may be applied as needed.

Note: For 2015, DWTC charges may change, the same shall be intimated to the exibitor as soon as we hear from DWTC

Data & Telecom Services Form_2015 V01.09.14_MST

WIFI GUIDANCE

Dubai World Trade Centre only offers support for those devices that are compatible with the 5GHz wireless frequency, therefore please ensure that your device supports this band.

I WANT TO CONNECT MY LAPTOP

If you are trying to connect from your laptop, please consult your IT administrator if your laptop supports 5Ghz, if not, please contact our Exhibitors services desk, and one of our IT engineers will be more than happy to assist you by installing a wireless adaptor into your laptop, it will cost you AED200 once and forever.

I WANT TO CONNECT MY TABLET

If your tablet is IPAD 3 ,2, retina or any Samsung tablet, you are able to connect smoothly to our wireless network, for any other tablets model/brand, please visit Exhibitors Services desk before purchasing the WIFI account, and one of our IT engineers will be more than happy to assist you.

I WANT TO CONNECT MY SMART MOBILE

Please make sure that your smart phone is compatible with 5 GHz frequency, for more details please find below table, if your smart phone is not listed below, please contact Exhibitors Services helpdesk before purchasing the WIFI account, and one of our IT engineers will be more than happy to assist you.

MOBILE	5ghz
iPhone 4/4s	✗
iPhone 5/5s	✓
Galaxy S2/S3/S3 Mini/S4	✓
Galaxy Note 1/2/3	✓
HTC One	✓
LG Nexus 4/5	✓
Blackberry Bold/Curve/Torch or Older	✗
Blackberry Bold 9900/Z10/Q10/X10	✓

For any assistance, please contact our helpdesk:
E-mail: exhibitors@dwtc.com
Tel : +971 4 308 6333

Deadline: 29th March 2015

Form **13**

Stand Building Contractor / Stand Design Approval (for Space Only Exhibitor)

Return Copy to

Al Fajer Information & Services
P.O. Box: 11183, Dubai, United Arab Emirates
Tel: +9714 3406888 Fax: +971 4 3407758/ +971 4 3403608
Email: Mohan@alfajer.net

Please indicate STAND CONTRACTOR (FOR SPACE ONLY EXHIBITOR) in the Subject line

Company Name _____ Stand No _____

Address _____

Telephone _____ Fax_____

Email _____

Contact Person _____ Position _____

We advise that the following contractor has been appointed to erect the above stand or install electrics at the above exhibition. We also confirm that they have read and understood the relevant regulations as issued by Dubai World trade Centre (L.L.C.) and, therefore, agree to abode the same.

Appointed Contracting Company :_____

Address :_____

Contact Person/s :_____

Tel :_____Fax :_____

E-mail :_____Mobile: _____

Details of works to be carried out including dimensional drawings showing the **front, side & back perspectives, elevation and floor** layout of the stand, must accompany this form. **All double storey stands must provide the necessary documentation in duplicate.**

Constructional details shall also be submitted, in duplicate, where it is intended to:

- Erect a multi-storey stand, platform floor or stage.
- Provide for a closely seated audience of 15 or more persons.
- Construct a stand exceeding 4m in height.
- Construct a stand where there is greater than 10m from any part of the stand to gangway.

There are specific regulations concerning stairway, ramps, exits and means of escape, for further clarification please see section regarding Erection of Stands in the manual for Stand fitting and Electrical Regulations.

Electrical Details

Electrical installations shall be of a nature to ensure safety in the utilization of electricity and shall be carried out in a competent manner.

These Plans, sections, specifications and written particulars shall be submitted on suitable materials in a clear and intelligible manner and to a **scale of at least 1:200**

Signed: _____ Date _____
For and on behalf of the Exhibitor

Signed:_____ Date _____
For and on behalf of the Contractor

PLEASE PROVIDE ALL DATE REQUESTED TO ENABLE US TO ACTION YOUR ORDER
PLEASE KEEP A COPY FOR YOUR RECORDS.

Exhibition Stand Structure Form

Please Return this form to your Event Planner

THE DEADLINE TO RETURN THIS FORM IS 2 WEEKS PRIOR TO THE START OF BUILD-UP AND ORDERS RECEIVED AFTER THIS DATE WILL BE SUBJECT TO A SURCHARGE OR MAY NOT BE PROCESSED.

حكومة دبي
GOVERNMENT OF DUBAI

هيئة كهرباء ومياه دبي
Dubai Electricity & Water Authority

WETEX 2015
WATER, ENERGY, TECHNOLOGY AND ENVIRONMENT EXHIBITION

Please complete in type or block capitals (we cannot be held responsible for mistakes from illegible handwriting).

EXHIBITION DETAILS

Exhibition Name				Exhibition Date	
Hall No		Stand No		Stand Name	

CONTRACTOR'S CONTACT DETAILS

First Name					
Last Name				Job Title	
Company Name					
Company Address					
Company City		Postal Code		Country	
Direct No		Mobile No		Fax No	
Email (important service information will be sent to this address)					
Signature		Account ID			

Space-only Stands

Space-only stands, stands with a ceiling, stands incorporating a mezzanine level or raised area above 300mm, stands above 4 m high

All the following information MUST be provided (USE TICK BOX)

	YES	NO		YES	NO
Perspective Drawing			Height of Stand		
Full Stand Dimensions			Glass Partition / Glazing		
Elevations Drawings (front, side and back)			Ceiling / Roof		
Plan (Layout) Drawing			Use of Fabric / Material (fire certificate must be provided)		
Structural Material Details			Mezzanine Details (above 300mm)		
Connection Details			Storage Space If Yes, please indicate the storage location on the stand design. The storage door must not have a lock.		
Base Plate Sizes and Specifications (if applicable)					
Any Special Display Loading Allowance					
Accessible Ramp					
Undertaking Letter (refer to note below)					
Corners of Stands Rounded					

Double Decker Stands

All the following information MUST be provided (USE TICK BOX)

	YES	NO
Structural Drawings, Design Calculations and General Arrangement of Structure	☐	☐
Design of Members / Elements (beam, column, slab)	☐	☐
Design of Connections and Base Plate (considering anchor of base plate with permanent flooring is not allowed)	☐	☐
Architectural Drawings i.e. Plan, Elevation, Sections	☐	☐
Elevations Drawing (front, side and back)	☐	☐
Design of Handrail and Staircase Details	☐	☐
Connection Details	☐	☐
Base Plate Sizes (Use min 400 x 400 x 12mm Mild Steel Plate)	☐	☐
Structural Materials Details	☐	☐
Undertaking Letter (Refer to note below)	☐	☐

A charge of AED 1,000.00 applies to each submission and will be charged to the organiser accordingly.

NOTE: FOR UNCONVENTIONAL STANDS/SPACE FRAME (E.G. WHERE THE STRUCTURAL MATERIALS USED ARE OTHER THAN HOT ROLLED SECTIONS/STANDARD STEEL SECTIONS AVAILABLE IN THE MARKET) **OR** IF REQUESTED BY DWTC, THE CONTRACTOR/EXHIBITOR HAS TO SUBMIT AN UNDERTAKING LETTER TO DWTC ENGINEERING FOR ITS STRUCTURAL RIGIDITY, STABILITY AND SAFE DESIGN STATING THE STRUCTURE IS '' FIT FOR PURPOSE''

DWTC will review this submission (provided the complete information required has been provided) and get back to the organiser as follows:

- 10 working days for space-only stands from the date of submission was received
- 15 working days for double-storey stands from the date the submission was received

CONDITIONS

- Submission documentation should explain the method of building the stand
- Submissions for double-decker stand – note 50% charges will be applied if the submission is incomplete
- Any late submission is subject to 100% surcharge
- All requirements should be routed through the event organiser
- Drawings/details should be submitted at least 30 days before the start of the tenancy
- The main beam erection shall be completed 24 hours before the opening of the event
- All measurements in the submitted drawings shall be as per standard international (IS) unit system
- The contractor will be fully responsible for the design, stability and workmanship of the structure
- Any free standing wall of a stand exceeding 4 m in height requires a metal framing with base plate and stability design calculation
- Any stand exceeding 4 m in height requires complete structural drawing including its design calculation
- If DWTC's approval under specific circumstances has been received for a stand to be built in one of the concourses, the stand must not exceed 4 m in height. A special policy applies for the building of stands in the concourses. **Double-decker stands are not allowed in the concourses**
- Any canopy must be reinforced with a metal section and must be supported from the ground with a minimum 3 inch (7.62 cm) diameter tube or equivalent support having sufficient section
- Any custom design rigging to be used must be certified and industry approved trusses
- Banners / logos attached to a hanging truss must be fabricated by using metal tubes with bolted connections and must be submitted along with the design calculations for approval
- All shell scheme stands must be braced from all four sides (top portion) to control the stability especially octonom pole / panel
- The stability and safety of all display items within the stand shall be the sole responsibility of the supplier (Exhibitor / Contractor)
- Stands should not impede on any aisles
- Nor fixing or adjoining structures above aisles are allowed
- No stand carpeting over aisle carpet is allowed in order to join stands opposite each other

Signature On behalf of the Contractor	
Company Stamp	
Signature On behalf of DWTC Operations	
Signature On behalf of DWTC Engineering	
Signature On behalf of DWTC Health and Safety	

ATTACHMENT

- The contractor of the stand is required to sign the documents attached to this submission. Copy of the signed documents shall be presented to DWTC security before entering the marshaling yard. Before the start of the build-up, the same documents must be made available in the area where the stand will be built for inspection purposes. Failure to do so will lead for the works to be temporarily stopped until the documents are provided.

Form **14**

Deadline: 29th March 2015 **Temporary Booth Attendant**

To WETEX 2015
Al Fajer Information & Services
P.O. Box 11183, Dubai United Arab Emirates
Tel: +9714 3406888 Fax: +974 3403608
Email: shibu@alfajer.net

Company Name _____ Stand No _____

Address _____

Telephone _____ Fax _____

Email _____

Contact Person _____ Position _____

Note:

Payment: Payment should be made in favor of **Al Fajer Information & Services** in US$ Bank Draft, net of bank charges or by telex transfer to our account: **HSBC Bank Middle East,** main branch, P.O. Box 66 Dubai UAE, Account No. 020-581880-001, Swift Code: BBMEAEAD, IBAN No: AE 970200000020581880001. Please state your Company Name and WETEX 2015 as reference.

We require Exhibition Personnel follows:

Personnel	Number Required	Total Cost in US$
Booth Attendant @US$ 400 / day (8 hrs only)		

Note: For 2015, DWTC changes may change, the same will be intended to exibitor as soon as we hear from DWTC.

Form **15**

Deadline: 29th March 2015 — Visa Request

To **Al Fajer Travels**
P.O. Box 25755, Dubai UAE
Tel: +9714 3869721
Fax: +9714 2869438
Email: irfan@afttc.ae

Please indicate VISA REQUEST in the Subject line

Company Name _____ Stand No _____

Address _____

Telephone _____ Fax _____

Email _____

Contact Person _____ Position _____

Please Note: *Directly Contact Al Fajer Travels for Rates, of other Visa formalities.*

Traveling by Emirates AirLines will enable you to get a Visa faster. Please Contact Emirates Airlines Offices.

Full Name: Mr /Mrs/Miss _____

Fathers Name: _____ Family Name _____

Mothers Name: _____ Present Nationality _____

Previous Nationality _____ Sex: _____ Marital Status _____

Occupation: _____ Religion _____ Date of Birth _____

Place of Birth: _____ Qualifications: _____

Passport No: _____ Category: Ordinary/Travel Document _____

Place of Issue: _____ Date of Issue: _____ Date of Expiry _____

Spoken Languages: 1. _____ 2. _____ 3. _____

Last Entry Port in UAE: _____ Last Date of Expiry: _____

Home Address: _____

Accompanied by wife/Children (under 15 years of age): Full Name/Date & Place of Birth/Sex/Relationship

1. _____

2. _____

3. _____

Name as Appear on the Card: _____

Credit Card Number: _____ Expiry Date: _____

Signature _____ **Date** _____

Form **16**

Deadline: 29th March 2015 **Hotel Reservation**

To **Al Fajer Travels**
P.O. Box 25755, Dubai UAE
Tel: +9714 3869721
Fax: +9714 2869438
Email: irfan@afttc.ae

Please indicate HOTEL RESERVATION in the Subject line

Company Name _____ Stand No _____

Address _____

Telephone _____ Fax_____

Email _____

Contact Person _____ Position _____

Notes:

- **For updated list of Hotels please log on to www.wetex.ae**
- All Exhibitors are advised to book their flights to Dubai and make accommodation arrangements as early as possible. The inbound flights to Dubai are expected to be critical during the month of March.
- In addition, Exhibitors can also approach our Official Travel Agent. They can offer rooms at VERY SPECIAL CONVENTION RATES for Exhibitors during the entire period of the Exhibition.

Signature _____ **Date** _____

Stand Catering Form_2015 V02.10.14_MST

Please Return Completed Forms to DWTC's Exhibitor Services:
Helpline: +971 4 308 6333 • E-mail: exhibitors@dwtc.com

Please complete in type or block capitals (we cannot be held responsible for mistakes from illegible handwriting)

Introducing:

New

Our new additions for 2015.

Signature Dish

Particularly delicious items created by DWTC.

Healthy Option

Healthier options but packed with flavour.

Reduced Price

Better value items for 2015.

No Outside Food Policy

Dubai World Trade Centre holds the exclusive rights to all catering services within DWTC and as per the regulations laid down by Dubai Municipality, food and beverage may not be brought from outside the venue for consumption by organisers, contractors, exhibitors or visitors.

All food and beverage from outside the venue is prohibited and any violations will be charged at an equivalent loss of sale with the items confiscated. This includes but is not limited to;

- **Coffee machines**
- **Water bottles and dispensers**
- **Local restaurant delivery meals**
- **Pre-packaged instant meals**
- **Confectionary**
- **Food and beverage samples**

Additionally, in accordance with local Islamic customs, the display and distribution of pork and alcohol is strictly forbidden.

Note: For 2015, DWTC changes may change, the same will be intended to exibitor as soon as we hear from DWTC.

eventserve
BY DUBAI WORLD TRADE CENTRE

Form No. 17 A

Stand Catering Form_2015 V02.10.14_MST

حكومة دبي
GOVERNMENT OF DUBAI

هيئة كهرباء ومياه دبي
Dubai Electricity & Water Authority

WETEX 2015
WATER, ENERGY, TECHNOLOGY AND ENVIRONMENT EXHIBITION

Please Return Completed Forms to DWTC's Exhibitor Services:

Helpline: +971 4 308 6333 • E-mail: exhibitors@dwtc.com

Please complete in type or block capitals (we cannot be held responsible for mistakes from illegible handwriting)

EXHIBITION DETAILS

Exhibition Name				Exhibition Date	
Hall No.		Stand No.		Stand Name	

ORDER CONTACT DETAILS (we require these details so we can contact you about your order)

First Name							
Last Name				Job Title			
Company Name / Type				Contractor		Exhibitor		Agent	
Company Address							
Company City		Postal Code			Country		
Direct No.		Mobile No.					
E-mail (important service information will be sent to this address)							
On-site Contact Name			On-site Contact No.				

Ways to Pay: Payment should be made only on receiving your pro-forma invoice;

✓ **(Please select)**

☐ **CREDIT CARD -** You can now pay by credit card through our secure on-line payment facility. On confirmation of your order we will e-mail you a link to our website that will allow you to pay by VISA or MasterCard with ease.

☐ **COMPANY CHEQUE -** If your company is based within the UAE, we will accept payment by company cheque. You need to allow for 5 working days to ensure that the funds have cleared on time and as such postdated cheques are not accepted. Cheques can only be deposited at Exhibitor Services in Concourse 1 of Dubai World Trade Centre.

☐ **BANK TRANSFER -** If you prefer you can pay by bank transfer. On selecting this method we will e-mail you the Bank Transfer Form that will detail our account information and the charges you should allow for. You need to allow for 10 working days to ensure that the funds have cleared on time.

Conditions of Sale:

1) Dubai World Trade Centre holds the exclusive rights to all catering services within DWTC. Food and beverage, logo bottled water and samples are not permitted to be brought into DWTC by any organiser, exhibitor, contractor or other entity hired as part of the event.
2) All catering orders must be paid in full at the time of ordering. All rates are quoted in United Arab Emirates Dirhams. Cancellations or amendments to confirmed and paid orders are not permitted.
3) **The advance "More than 3 weeks prior" rates are charged 3 weeks and more prior to the start date of the event**. Items must be paid within 5 days of ordering or will be automatically cancelled.
4) **The standard "Less than 3 weeks prior" rates are charged within 3 weeks and less prior to the start date of the event.** Items must be paid within 24 hours of ordering or will be automatically cancelled.
5) Successful delivery of your order is dependent on the correct stand number and name of the exhibiting company being provided. Please ensure that any changes to the stand number or exhibiting company name are communicated to DWTC by e-mailing exhibitors@dwtc.com.
6) Please advise of any specific dietary requirements at the time of ordering.

Note: For 2015, DWTC changes may change, the same will be intended to exibitor as soon as we hear from DWTC.

Stand Catering Form_2015 V02.10.14_MST

Catering Excellence On Every Scale:

DWTC is the exclusive provider of all onsite catering. Our stand catering service lets you relax, knowing that refreshments will always be on hand for visitors to your stand. Presenting the right food at the right time, from tempting snacks to fully catered meals, not only attracts more visitors – it's one less detail to worry about.

Hospitality
BY DUBAI WORLD TRADE CENTRE

Our award-winning kitchen can serve up a wide range of food and beverage according to dietary needs, cultural expectations and time of day. To keep your team fuelled during setup and tear down, we also provide pre-packaged contractor meals – at extremely attractive prices. Additionally we have fully bespoke menus that can cater to your exact requirements such as;

All day reception menus – Designed to offer an evolving selection of fare throughout the day such as hearty breakfasts, tempting lunches and wonderful afternoon teas complimented with a wide range of complimenting hot and cold beverages.

Buffet lunch menus – If you have the space, more substantial buffet lunch menus can be served on your stand. The menus, inspired by five continents, can be of Asian, Indian, Arabic or Western themes.

Canapé collections – Creative hot and cold canapés. The perfect accompaniment to gatherings on your stand regardless of the time of day and served with a wide selection of non-alcoholic cocktails.

Premium menus – Specially created for upscale and elaborate exhibition stands, we'll customize our menus in close consultation with you so that any individual lifestyle or dietary need can be met. Each menu is presented using stylized crockey, cutlery and glassware in addition to service staff to make sure that your guests are fully catered for.

The following pages offer a wide range of catering items that can be simply ordered by filling out the form. You can also refer to the **Exhibitor Services Catalogue** which details product descriptions in addition to photographs of each item. More options are available on request and to create something more tailored to your needs then please contact us to discuss your requirements on +971 4 308 6333 or e-mail us at exhibitors@dwtc.com.

Note: For 2015, DWTC charges may change, the same shall be intimated to the exibitor as soon as we hear from DWTC

Stand Catering Form_2015 V02.10.14_MST

	Item	Unit	Advance: More than 3 weeks prior	Standard: Less than 3 weeks prior	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Requested Delivery Time
	BAKERY				**Please write the quantity of items in the days columns**							
	Khidri stuffed dates	400gms	170.00	220.00								
	Kholas large stuffed dates	400gms	190.00	250.00								
	Assorted Danish pastries	20pcs	105.00	140.00								
	Assorted croissants	20pcs	105.00	140.00								
	Assorted muffins	15pcs	125.00	165.00								
	Assorted donuts	20pcs	125.00	165.00								
	Banana puffs	15pcs	150.00	195.00								
	Sliced tea cake	10pcs	185.00	245.00								
	Linzer Torte	20pcs	175.00	225.00								
	Butter cookies	50pcs	130.00	170.00								
	American cookies	20pcs	140.00	185.00								
	Chocolate fudge brownies	20pcs	125.00	165.00								
	CONFECTIONARY											
	Wrapped mint candy	1kg	160.00	210.00								
	Chocolate truffles	20pcs	140.00	185.00								
	Quality Street chocolate box	370g	85.00	110.00								
	Bateel date chocolates	320g	145.00	190.00								
	Traditional Arabic sweets	400g	165.00	220.00								
	Turkish baklava	600g	160.00	210.00								
	Reception package Including assorted Lays crisps (15), Best salted peanuts (15), assorted chocolate bars (15) & Quality Street chocolate box (1)	1	300.00	340.00								

Stand Catering Form_2015 V02.10.14_MST

	Item	Unit	Advance: More than 3 weeks prior	Standard: Less than 3 weeks prior	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Requested Delivery Time
	FRUIT				**Please write the quantity of items in the days columns**							
	Sliced fruit platter	30pcs	115.00	155.00								
	Seasonal fruit basket	4kg	150.00	195.00								
	SANDWICH PLATTERS											
	Classic sandwiches	30pcs	185.00	245.00								
	Luxury sandwiches	30pcs	290.00	350.00								
	Vegetarian sandwiches	30pcs	185.00	245.00								
	Mixed sandwiches	30pcs	195.00	260.00								
	Savory mixed bagels	20pcs	220.00	300.00								
	Savory wraps	30pcs	195.00	260.00								
	COLD CANAPÉS											
	Smoked salmon & cream cheese	30pcs	220.00	300.00								
	Tomato & mozzarella skewers	30pcs	230.00	300.00								
	Tiger prawns with ginger	30pcs	220.00	300.00								
	Fresh tuna & pesto	30pcs	220.00	300.00								
	Quail eggs, spicy mayo on focaccia	30pcs	165.00	220.00								
	Brie & pear	30pcs	185.00	245.00								
	Assorted maki	18pcs	280.00	375.00								
	Cocktail shrimp with curry dip	30pcs	250.00	335.00								
	Chicken mousse	30pcs	185.00	245.00								
	Stuffed vine leaves wrapped in pastry	30pcs	190.00	250.00								
	Antipasti platter	1.2kg	230.00	310.00								
	International cheese platter	1kg	230.00	310.00								

Stand Catering Form_2015 V02.10.14_MST

	Item	Unit	Advance: More than 3 weeks prior	Standard: Less than 3 weeks prior	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Requested Delivery Time
	HOT CANAPÉS				**Please write the quantity of items in the days columns**							
	Thai green curried prawns	30pcs	210.00	285.00								
	Tandoori chicken & mango salsa	30pcs	205.00	275.00								
	Thai crab cake & sweet chili sauce	30pcs	185.00	245.00								
	Lamb kebbeh	30pcs	195.00	255.00								
	Chicken satay with peanut dip	30pcs	205.00	275.00								
	Chinese dumplings	30pcs	210.00	275.00								
	Punjabi samosas	30pcs	170.00	220.00								
	Tomato & goats cheese quiche	30pcs	190.00	250.00								
	Sausage rolls	30pcs	195.00	255.00								
	Cheese burek	30pcs	185.00	245.00								
	DESSERT CANAPÉS											
	Opera cake	30pcs	185.00	245.00								
	Green tea chocolate cake	30pcs	185.00	245.00								
	Lemon & bergamot cream tartlets	30pcs	185.00	245.00								
	Passion fruit tartlets	30pcs	175.00	225.00								
	Blackberry panna cotta	30pcs	195.00	250.00								
	Raspberry & banana cake	30pcs	185.00	245.00								
	Coconut & chocolate cake	30pcs	185.00	245.00								
	Fruit kebabs	30pcs	175.00	235.00								
	Apple & almond jalousie	30pcs	150.00	195.00								
	Mini white chocolate cheesecake	30pcs	170.00	220.00								
	Assorted French macaroons	20pcs	205.00	275.00								

Stand Catering Form_2015 V02.10.14_MST

	Item	Unit	Advance: More than 3 weeks prior	Standard: Less than 3 weeks prior	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Requested Delivery Time
	COLD DRINKS: Please note that refrigerators should be ordered through your stand contractor											
	Pepsi	24cans	120.00	140.00								
	Diet Pepsi	24cans	120.00	140.00								
	7up	24cans	120.00	140.00								
	Mirinda	24cans	120.00	140.00								
	Perrier	24btls	285.00	330.00								
	Red Bull	24cans	350.00	405.00								
	Club soda	24cans	120.00	140.00								
	Flavoured iced tea	24cans	185.00	215.00								
	Local mineral water (1.5ltr)	12btls	115.00	135.00								
	Local mineral water (600ml)	24btls	115.00	135.00								
	Local mineral water (300ml)	24btls	135.00	155.00								
	Evian still mineral water (500ml)	24btls	255.00	295.00								
	Acqua Panna still water (500ml)	24btls	255.00	295.00								
	Badoit sparkling water (330ml)	20btls	325.00	375.00								
	Granini orange juice	24btls	185.00	215.00								
	Granini pineapple juice	24btls	185.00	215.00								
	Fresh orange juice	1.5 l	165.00	195.00								
	Fresh cocktail juice	1.5 l	165.00	195.00								
	Fresh mango juice	1.5 l	205.00	235.00								
	Fresh watermelon juice	1.5 l	165.00	195.00								
	Fresh lemon and mint juice	1.5 l	165.00	195.00								
	Fresh pineapple juice	1.5 l	165.00	195.00								

Stand Catering Form_2015 V02.10.14_MST

	Item	Unit	Advance: More than 3 weeks prior	Standard: Less than 3 weeks prior	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Requested Delivery Time
	HOT DRINKS				**Please write the quantity of items in the days columns**							
	Tea flask	1.8 l	105.00	140.00								
	Suleimani tea flask	1.0 l	95.00	130.00								
	Hot water flask	1.8 l	70.00	80.00								
	Twinings tea bags	25	65.00	75.00								
	Twinings tea package A selection of Twinings tea bags (25), flasks of hot water (2) and platter of butter cookies (1)	1	295.00	400.00								
	Coffee flask	1.8 l	115.00	150.00								
	Arabic coffee flask	1.0 l	100.00	130.00								
	Arabian hospitality package Traditional Arabic coffee server (8hrs, 10 flasks), Khidri stuffed dates and Arabic sweets (4 platters each)	1	3,125.00	4,250.00								
	Traditional Arabic coffee server	8hrs	1,700.00	2,200.00								
	Dallmayr coffee machine (per day)	1	550.00	650.00								
	Dallmayr coffee packet	100cups	860.00	945.00								
	Dallmayr milk packet	100cups	245.00	270.00								
	Dallmayr tea packet	100cups	315.00	350.00								
	Dallmayr chocolate powder	100cups	245.00	270.00								
	Nespresso single pour coffee machine with coffee capsules, sugar, milk & cups (excluding water)	200cups	2,250.00	2,550.00								
	Nespresso double pour coffee machine with coffee capsules, sugar, milk & cups (excluding water)	350cups	3,950.00	4,500.00								
	Nespresso coffee capsules with sugar, milk & cups	100cups	1,000.00	1,150.00								
	Carimali professional coffee machine staffed by one barista including fresh coffee beans, fresh milk, sugar, cups & stirrers for 200 cups per day (installation, technical support & water included)	1 day	3,000.00	3,900.00								
		3 days	8,750.00	11,400.00								
		4 days	11,500.00	14,900.00								
	Carimali fresh coffee beans with fresh milk, sugar, cups & stirrers	100cups	1,050.00	1,155.00								
	Fresh milk	2 l	45.00	55.00								
	Additional barista	8hrs	1,575.00	2,050.00								

Stand Catering Form_2015 V02.10.14_MST

	Item	Unit	Advance: More than 3 weeks prior	Standard: Less than 3 weeks prior	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Requested Delivery Time
	SUNDRY ITEMS				**Please write the quantity of items in the days columns**							
	Crockery, cutlery & glassware	Priced by quotation										
	Disposable cups	25	25.00	30.00								
	Disposable tumblers	25	30.00	35.00								
	Disposable teaspoons	25	20.00	25.00								
	Eco-line disposable knives	25	20.00	25.00								
	Eco-line disposable forks	25	20.00	25.00								
	Eco-line disposable dessert spoons	25	20.00	25.00								
	Eco-line disposable stirrers	100	35.00	40.00								
	Eco-line disposable plates (small)	25	30.00	35.00								
	Eco-line disposable plates (large)	10	20.00	25.00								
	Paper napkins	50	20.00	25.00								
	Refuse bags	10	25.00	30.00								
	Cold water dispenser including two 5 gallon water bottles, 100 disposable cups (requires a 13amp socket)	1	250.00	290.00								
	Basic water dispenser including one 5 gallon water bottle, 100 disposable cups (no socket required)	1	60.00	70.00								
	Basic water dispenser including two 5 gallon water bottles, 100 disposable cups (no socket required)	1	70.00	80.00								
	Water (refill)	5gallon	30.00	35.00								
	Ice cubes	2.5kg	30.00	35.00								
	Service personnel	8hrs	600.00	800.00								
	Hostess (meet, greet & order taker)	8hrs	2,260.00	2,940.00								
	Stewarding (back of house staff)	8hrs	520.00	680.00								
	EXHIBITOR MEAL OPTIONS:											
	Hot, vegetarian meal and water	1person	40.00	55.00								
	Hot, non-veg meal and water	1person	45.00	60.00								
	Luxury sandwich and water	1person	35.00	45.00								
	Sit-in meal voucher	1person	90.00	90.00								

Note: For 2015, DWTC charges may change, the same shall be intimated to the exibitor as soon as we hear from DWTC

eventserve
BY DUBAI WORLD TRADE CENTRE

Form No. 18 A

4 Day Event Stand Cleaning Form_2015 V01.09.14_MST

GOVERNMENT OF DUBAI

هيئة كهرباء ومياه دبي
Dubai Electricity & Water Authority

WETEX 2015
WATER, ENERGY, TECHNOLOGY AND ENVIRONMENT EXHIBITION

Please Return Completed Forms to DWTC's Exhibitor Services:

Helpline: +971 4 308 6333 • E-mail: exhibitors@dwtc.com

Please complete in type or block capitals (we cannot be held responsible for mistakes from illegible handwriting)

EXHIBITION DETAILS

Exhibition Name				Exhibition Date	
Hall No.		Stand No.		Stand Name	

ORDER CONTACT DETAILS (we require these details so we can contact you about your order)

First Name							
Last Name				Job Title			
Company Name / Type				Contractor		Exhibitor		Agent	
Company Address							
Company City		Postal Code			Country		
Direct No.		Mobile No.					
E-mail (important service information will be sent to this address)							
On-site Contact Name		On-site Contact No.					

Ways to Pay: Payment should be made only on receiving your pro-forma invoice;

✓ (Please select)

☐ **CREDIT CARD -** You can now pay by credit card through our secure on-line payment facility. On confirmation of your order we will e-mail you a link to our website that will allow you to pay by VISA or MasterCard with ease.

☐ **COMPANY CHEQUE -** If your company is based within the UAE, we will accept payment by company cheque. You need to allow for 5 working days to ensure that the funds have cleared on time and as such postdated cheques are not accepted. Cheques can only be deposited at Exhibitor Services in Concourse 1 of Dubai World Trade Centre.

☐ **BANK TRANSFER -** If you prefer you can pay by bank transfer. On selecting this method we will e-mail you the Bank Transfer Form that will detail our account information and the charges you should allow for. You need to allow for 10 working days to ensure that the funds have cleared on time.

Conditions of Sale:

1) Dubai World Trade Centre holds the exclusive rights to all cleaning services within DWTC.
2) All cleaning orders must be paid in full at the time of ordering. All rates are quoted in United Arab Emirates Dirhams. Cancellations or amendments to confirmed and paid orders are not permitted.
3) **The advance "More than 3 weeks prior" rates are charged 3 weeks and more prior to the start date of the event**. Items must be paid within 5 days of ordering or will be automatically cancelled.
4) **The standard "Less than 3 weeks prior" rates are charged within 3 weeks and less prior to the start date of the event.** Items must be paid within 24 hours of ordering or will be automatically cancelled.
5) Successful delivery of your order is dependent on the correct stand number and name of exhibiting company being provided. Please ensure that any changes to the stand number or exhibiting company name are communicated to DWTC by e-mailing exhibitors@dwtc.com.

Note: For 2015, DWTC charges may change, the same shall be intimated to the exibitor as soon as we hear from DWTC

4 Day Event Stand Cleaning Form_2015 V01.09.14_MST

A World of Possibilities:

Dubai World Trade Centre's Cleaning division is expert in providing all your cleaning requirements during the exhibition. For ease you can order directly using this form. However if you have more elaborate requirements such as floor refinishing, carpet shampooing, laundry and dry cleaning then we will be delighted to provide a quote for you.

The Exhibitor Services Catalogue is now available containing full product descriptions and imagery: Contact us on +971 4 308 6333 or e-mail us at exhibitors@dwtc.com

Stand Cleaning		Advance: More than 3 weeks prior	Standard: Less than 3 weeks prior	Area in m^2	No. of days	Total Cost
Complete Cleaning Solution per m^2 per day	1 – 2,999 m^2	8.00	10.00		4 days	
Basic Cleaning Solution per m^2 per day	1 – 2,999 m^2	4.00	5.00			
SUBTOTAL						

Item description	Advance: More than 3 weeks prior	Standard: Less than 3 weeks prior	No. of hours	No. of days	Total Cost
Stand-by cleaner min of 8 hours *(only available with stand cleaning order)*	55.00	70.00			
Rubbish skip rental (per $18m^3$ skip)	750.00	975.00	--		
SUBTOTAL					
GRAND TOTAL					

Points to note:

1) The **Complete Cleaning Solution** includes vacuuming or wet mopping of floors; dusting of counter tops and furniture; emptying of bins, cleaning of walls, glass and partitions (except clear acrylic partitions).
2) The **Basic Cleaning Solution** includes vacuuming or wet mopping of floors; dusting of counter tops and furniture and emptying of bins.
3) All cleaning is carried out at night, not during the exhibition open hours to ensure the stands are ready prior to the opening of the exhibition. It will be performed on the night before the opening day of the event and each night thereafter.
4) Double decker stands will be charged on the total floor space per m^2.
5) The role of the Stand-by Cleaner is to ensure that your stand is kept clean and presentable at all times and free from the accumulation of waste.
6) The rubbish skip rental is for the removal of waste materials, excluding labour, generated during the build-up and tear-down of the exhibition. Please note that there are road restrictions on the movement of skips on Fridays.
7) DWTC's Cleaning division unfortunately is unable to clean exhibits.
8) DWTC's Cleaning division cannot be held liable for any loss or damage related to the cleaning of the exhibition stand.
9) DWTC's Cleaning division does not supply cleaning materials to exhibitors or their contractors.
10) In order to guarantee quality of service, exhibition stands must be clear of all contractors' work and materials by midnight on the last day of build-up.

Note: For 2015, DWTC charges may change, the same shall be intimated to the exibitor as soon as we hear from DWTC

eventserve
BY DUBAI WORLD TRADE CENTRE

Form No. 19 A

Stand Security Coverage Form_2015 V01.09.14_MST

Place Your Exhibition Logo Here

Please Return Completed Forms to DWTC's Exhibitor Services:
Helpline: +971 4 308 6333 • E-mail: exhibitors@dwtc.com

Please complete in type or block capitals (we cannot be held responsible for mistakes from illegible handwriting)

EXHIBITION DETAILS

Exhibition Name				Exhibition Date	
Hall No.		Stand No.		Stand Name	

ORDER CONTACT DETAILS (we require these details so we can contact you about your order)

First Name								
Last Name				Job Title				
Company Name / Type				Contractor		Exhibitor		Agent
Company Address								
Company City		Postal Code			Country			
Direct No.		Mobile No.						
E-mail (important service information will be sent to this address)								
On-site Contact Name			On-site Contact No.					

Ways to Pay: Payment should be made only on receiving your pro-forma invoice;

✓ (Please select)

☐ **CREDIT CARD -** You can now pay by credit card through our secure on-line payment facility. On confirmation of your order we will e-mail you a link to our website that will allow you to pay by VISA or MasterCard with ease.

☐ **COMPANY CHEQUE -** If your company is based within the UAE, we will accept payment by company cheque. You need to allow for 5 working days to ensure that the funds have cleared on time and as such postdated cheques are not accepted. Cheques can only be deposited at Exhibitor Services in Concourse 1 of Dubai World Trade Centre.

☐ **BANK TRANSFER -** If you prefer you can pay by bank transfer. On selecting this method we will e-mail you the Bank Transfer Form that will detail our account information and the charges you should allow for. You need to allow for 10 working days to ensure that the funds have cleared on time.

Conditions of Sale:

1) Dubai World Trade Centre holds the exclusive rights to all security services within DWTC.
2) All security orders must be paid in full at the time of ordering. All rates are in United Arab Emirates Dirhams. Cancellations or amendments to confirmed and paid orders are not permitted.
3) **The advance "More than 3 weeks prior" rates are charged 3 weeks and more prior to the start date of the event**. Items must be paid within 5 days of ordering or will be automatically cancelled.
4) **The standard "Less than 3 weeks prior" rates are charged within 3 weeks and less prior to the start date of the event.** Items must be paid within 24 hours of ordering or will be automatically cancelled.
5) Successful delivery of your order is dependent on the correct stand number and name of exhibiting company being provided. Please ensure that any changes to the stand number or exhibiting company name are communicated to DWTC by e-mailing exhibitors@dwtc.com.

Stand Security Coverage Form_2015 V01.09.14_MST

A World of Possibilities:

Dubai World Trade Centre's Security division is expert in delivering all your security requirements during the exhibition. For ease you can order directly using this form. However if you have more elaborate requirements in securing your stand then please call us and we will be delighted to quote for you.

The Exhibitor Services Catalogue is now available containing full product descriptions and imagery: Contact us on +971 4 308 6333 or e-mail us at exhibitors@dwtc.com

Item Description	Advance: More than 3 weeks prior	Standard: Less than 3 weeks prior	Duration				
			Quantity	Start date	Start time	End date	End time
Female security personnel – (8 hours minimum)	135.00 per hour	135.00 per hour					
		Day 1					
		Day 2					
		Day 3					
		Day 4					
		Day 5					
Male security personnel – (8 hours minimum)	115.00 per hour	115.00 per hour					
		Day 1					
		Day 2					
		Day 3					
		Day 4					
		Day 5					
GRAND TOTAL							

Note: For 2015, DWTC charges may change, the same shall be intimated to the exibitor as soon as we hear from DWTC

Form **20**

Deadline: 29th March 2015 **Visitor Invitation**

To WETEX ORGANIZING COMMITTEE
DUBAI ELECTRICITY & WATER AUTHORITY
P.O.Box: 564, Dubai, U.A.E
Tel: +971 4 3244444 ext 460 / +971 4 3220604
Fax: +971 4 3248111 / 3244922 / 3244320
Website: www.wetex.ae
E-mail: branly.nassour@dewa.gov.ae

Please indicate VISITOR INVITATION in the Subject line

Company Name _____ Stand No _____

Address _____

Telephone _____ Fax_____

Email _____

Contact Person _____ Position _____

Please indicate in the space below the number of free Visitor Invitation that you require, for inviting your customers at your stand. You can write/ filling your stand numbers / your company name in the invitation

I/we will require

Mailing Address:

_____

_____

_____

_____

Signature _____ **Date** _____

Form **21**

Deadline: 29th March 2015 **Public Relations**

To WETEX ORGANIZING COMMITTEE
DUBAI ELECTRICITY & WATER AUTHORITY
P.O.Box: 564, Dubai, U.A.E

For Media and Marketing Enquiries:
Tel: +971 4 307 2006
Email: media@wetex.ae

Please indicate Public Relations in the Subject line

---

1. Name: (Mr/Mrs/Ms) _____

2. Company name: _____

3. Stand number _____

4. Name of person in charge of Marketing: _____

Tel _____: Email: _____

5A Name of person in charge of PR, ***if different from above:***

Tel: _____:Email: _____

OR

5B. Do you have any appointed PR Agency? If yes, please provide details

Name of PR Agency: _____

Address of PR Agency_____

6. Are you launching any products or services at the show? If yes, please provide details:

_____

_____

_____

7. Are you demonstrating any products at the show? If please provide details:

_____

_____

_____

PLEASE PROVIDE ALL DATE REQUESTED TO ENABLE US TO ACTION YOUR ORDER
PLEASE KEEP A COPY FOR YOUR RECORDS.

Form **22**

Deadline: 29th March 2015 — Indemnity and Waiver

To **WETEX 2015**
Al Fajer Information & Services
P.O. Box 11183, Dubai United Arab Emirates
Tel: +9714 3406888 Fax: +9714 3403608
Email: Mohan@alfajer.net

Please indicate INDEMNITY AND WAIVER in the Subject line

Please complete by printing in **CAPITAL letters** only (we cannot be held responsible for mistakes from illegible handwriting).

Company Name: _____ Stand No _____

Address _____

Telephone _____ Fax_____

Email _____

Contact Person _____ Position _____

In exchange for good and valuable consideration, including, inter alia, Dubai World Trade Centre (L.L.C.) entering into a license agreement with us, the receipt and sufficiency of which is hereby acknowledged;

INDEMNITY
We hereby indemnify Dubai World Trade Centre (L.L.C.) from and against any and all customs levy, tax, fine or any other payments which Dubai World Trade Centre (L.L.C.) are called upon to pay to the authorities in Dubai on our behalf in any way connected with WETEX 2015

WAIVER
We hereby waive any and all claims that we may have against Dubai World Trade Centre (L.L.C.) of any kind whatsoever, in anyway related to the storage and display of exhibits/equipment during WETEX 2015 whether during, before or after regular show hours. We also acknowledge we are solely responsible for the security and safekeeping of all our aforementioned possessions during, before and after regular

Signaure _____ Date _____

Name _____

Title _____

Seal of the Company _____

This form may only be signed by a Director or Partner of the exhibiting company

PLEASE PROVIDE ALL DATE REQUESTED TO ENABLE US TO ACTION YOUR ORDER
PLEASE KEEP A COPY FOR YOUR RECORDS.

Under the Patronage of His Highness Sheikh Hamdan bin Rashid Al Maktoum, Deputy Ruler of Dubai, Finance Minister of the UAE and President of DEWA.

GOVERNMENT OF DUBAI

As part of Dubai Electricity and Water Authority's Green Week Initiative

WETEX 2015

WATER, ENERGY, TECHNOLOGY AND ENVIRONMENT EXHIBITION

At The Forefront of Sustainability

21-23 April 2015 | Zabeel Hall & Halls 1-8

Dubai International Convention and Exhibition Centre

هيئة كهرباء ومياه دبي
Dubai Electricity & Water Authority

Deadline: 29th March 2015

Superior Shell Scheme Form 23

Show Name: _____

Company Name: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ E-mail: _____

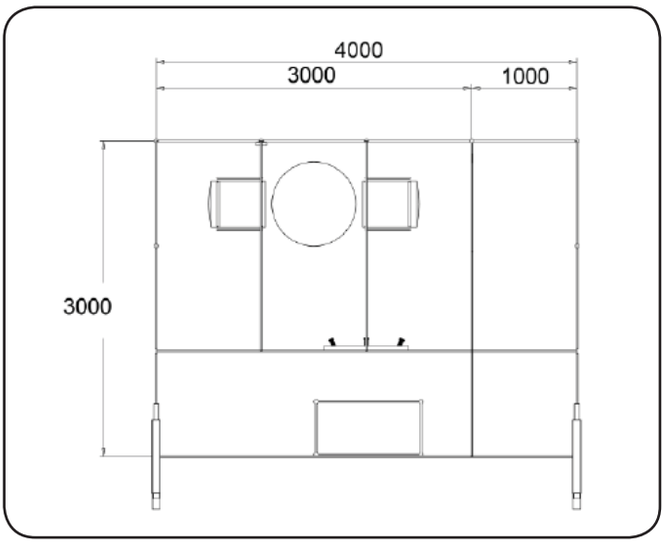
Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

Superior SHELL SCHEME OPTIONS
Upgraded options are only for Shell Scheme booked exhibitors NOT for the Raw Space exhibitors.

Note:

- Upgrade option will cost US$ 80 Per sq.m or Dhs 294 Per sq.m
  Rate $80 x Area [ ] = Total Cost [ ]
- Please provide your company logo in Adobe Illustrator / EPS format at least two weeks prior to the event.
- Orders are valid only when accompanied by full remittance. Payment should be made in favor of AL FAJER INFORMATION & SERVICES in US Dollars Bank Draft or by telex transfer to our account.
  Rental rates quoted hereunder are for the entire duration of the Exhibition.



PAYMENT DETAILS

Total Amount _____

Amount in Words _____

Orders are valid only when accompanied by full remittance. Payment should be made in favor of **AL FAJER INFORMATION & SERVICES** in US Dollars Bank Draft or by Telex transfer to our Account.

HSBC BANK MIDDLE EAST
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAEAD
IBAN: AE970200000020581880001

Quotation can be provided separately for items not listed hereunder.

Return To: **Exhibitions & more**
P. O. Box 50162, Dubai, UAE, Tel: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

Under the Patronage of His Highness Sheikh Hamdan bin Rashid Al Maktoum, Deputy Ruler of Dubai, Finance Minister of the UAE and President of DEWA.

GOVERNMENT OF DUBAI

As part of Dubai Electricity and Water Authority's Green Week Initiative

WETEX 2015

WATER, ENERGY, TECHNOLOGY AND ENVIRONMENT EXHIBITION

At The Forefront of Sustainability

21-23 April 2015 | Zabeel Hall & Halls 1-8

Dubai International Convention and Exhibition Centre

هيئة كهرباء ومياه دبي

Dubai Electricity & Water Authority

Deadline: 29th March 2015

Graphic Form-24

Show Name: _____

Company Name: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ E-mail: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

NOTE:

- Advertisement charges levied by the Organizers are not included in the below prices.
- The hanging banners will be placed inside the exhibition halls from the ceiling.
- The banners will carry the image, logo and name of the company.
- The cost includes fixing, printing, installating, dismantling and rigging points.

Materials:

- All artwork should be in the same size as mentioned.
- Preferred in Adobe Illustrator, Photoshop or in Adobe FreeHand .EPS file format, all text should be in outline. Photoshop EPS should be in 100 dpi in same size as the mention.

Rental rates quoted hereunder are for the entire duration of the Exhibition.

Code	Graphic	Rates in US$	Rates in Dhs	Quantity	Cost
(A)	DIGITAL PRINT ON PANEL Dimension of Graphic per Panel (W 950 mm x H 2400 mm)	200.00	736.00		
(B)	DIGITAL PRINT ON HARD WOODEN WALL Dimension of Graphics on Wooden Wall per Running meter (W 950 mm x H 2400 mm)	295.00	1083.00		
(C)	DIGITAL PRINTING ON FOREX Dimension of Graphic on Forex (W 950 mm x H 2400 mm)	235.00	862.00		
(D)	DIGITAL PRINT ON LIGHT BOX (BACKLIT) Dimension of Graphic for light box (W 950 mm x H 1000 mm)	200.00	736.00		
(E)	BANNER PRINTING ON PVC WITH FRAME Dimension of Graphic on PVC (W 296 mm x H 2400 mm)	450.00	1656.00		
(F)	DIGITAL PRINTING ON FASCIA Dimension for Fascia Name (W 2930 mm x H 300 mm)	195.00	715.00		
(G)	DIGITAL PRINTING OF LOGO ON FASCIA Dimension for Single Logo (W 963 mm x H 210 mm)	75.00	274.00		
(H)	DIGITAL PRINTING ON LOCKABLE COUNTER Dimension for Digital Printing-Front Area (W 930 mm x H 830 mm) Dimension for Digital Printing-Two Sides (W 430 mm x H 830 mm)	110.00 140.00	405.00 514.00		
(I)	DIGITAL PRINTING ON POP UP Dimension for Pop Up (W 4090 mm x H 2290 mm)	1890.00	6955.00		
(J)	DIGITAL PRINTING ON ROLL UP Dimension for Roll Up (W 850 mm x H 2000 mm)	270.00	994.00		
(K)	DIGITAL PRINTING FOR FREE STANDING Dimension for Free Standing (W 1000 mm x H 2000 mm)	144.00	530.00		
				Total Cost	

Total Amount _____

Amount in Words _____

PAYMENT DETAILS

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HSBC BANK MIDDLE EAST
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAEAD
IBAN: AE970200000020581880001

- **Please mention the IBAN code, as it is mandatory for all inward transfers to U.A.E.**

Quotation can be provided separately for items not listed hereunder.
FOR MORE INFORMATION PLEASE CONTACT SUJEET BAGCHI AT sujeet@alfajer.net/0506562962

Return To: **Exhibitions & more**
P. O. Box 50162, Dubai, UAE, Tel: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

eventserve
BY DUBAI WORLD TRADE CENTRE

Form No. 25

Rigging, Banners & Graphics Form_2015 V01.09.14_MST

GOVERNMENT OF DUBAI

هيئة كهرباء ومياه دبي
Dubai Electricity & Water Authority

WETEX 2015
WATER, ENERGY, TECHNOLOGY AND ENVIRONMENT EXHIBITION

Please Return Completed Forms to DWTC's Exhibitor Services:

Helpline: +971 4 308 6333 • E-mail: exhibitors@dwtc.com

Please complete in type or block capitals (we cannot be held responsible for mistakes from illegible handwriting)

EXHIBITION DETAILS

Exhibition Name				Exhibition Date	
Hall No.		Stand No.		Stand Name	

ORDER CONTACT DETAILS (we require these details so we can contact you about your order)

First Name							
Last Name				Job Title			
Company Name				Contractor		Exhibitor		Agent	
Company Address							
Company City		Postal Code			Country		
Direct No.		Mobile No.					
E-mail (important service information will be sent to this address)							
On-site Contact Name			On-site Contact No.				

Ways to Pay: Payment should be made only on receiving your pro-forma invoice;

✓ **(Please select)**

☐ **CREDIT CARD -** You can now pay by credit card through our secure on-line payment facility. On confirmation of your order we will e-mail you a link to our website that will allow you to pay by VISA or MasterCard with ease.

☐ **COMPANY CHEQUE -** If your company is based within the UAE, we will accept payment by company cheque. You need to allow for 5 working days to ensure that the funds have cleared on time and as such postdated cheques are not accepted. Cheques can only be deposited at Exhibitor Services in Concourse 1 of Dubai World Trade Centre.

☐ **BANK TRANSFER -** If you prefer you can pay by bank transfer. On selecting this method we will e-mail you the Bank Transfer Form that will detail our account information and the charges you should allow for. You need to allow for 10 working days to ensure that the funds have cleared on time.

Conditions of Sale:

1) Dubai World Trade Centre holds the exclusive rights to all primary rigging services within DWTC.
2) All rigging orders must be paid in full at the time of ordering. All rates are quoted in United Arab Emirates Dirhams and are inclusive of installation and tear-down. Cancellations or amendments to confirmed and paid orders are not permitted.
3) **The advance "More than 3 weeks prior" rates are charged 3 weeks and more prior to the start date of the event**. Items must be paid within 5 days of ordering or will be automatically cancelled.
4) **The standard "Less than 3 weeks prior" rates are charged within 3 weeks and less prior to the start date of the event.** Items must be paid within 24 hours of ordering or will be automatically cancelled.
5) Rigging orders placed **on-site** once build-up has commenced are charged at the **standard "Less than 3 weeks prior"** rates plus **50%** subject to availability.
6) Successful delivery of your order is dependent on the correct stand number and name of exhibiting company being provided. Please ensure that any changes to the stand number or exhibiting company name are communicated to DWTC by e-mailing exhibitors@dwtc.com.

Rigging, Banners & Graphics Form_2015 V01.09.14_MST

A World of Possibilities:

Dubai World Trade Centre's Event Services division is expert in delivering all your banner and graphic printing and rigging requirements during the exhibition. For ease you can order directly using this form. However if you have more elaborate requirements such as trussing, lighting rigs and complex banner installations then please contact us and we will be delighted to quote for you.

The Exhibitor Services Catalogue is now available containing full product descriptions and imagery: Contact us on +971 4 308 6333 or e-mail us at exhibitors@dwtc.com

BANNER AND GRAPHIC PRINTING				
Item Description	**Advance: More than 3 weeks prior**	**Standard: Less than 3 weeks prior**	**Quantity**	**Total**
Roll up banner of size 85cm x 200cm	550.00	550.00		
Roll up banner of size 150cm x 200cm	875.00	875.00		
Pop up banner of size 400cm x 300cm	4,680.00	4,680.00		
Pop up banner of size 300cm x 300cm	3,900.00	3,900.00		
Free standing direction sign 50cm x 70cm double sided	350.00	350.00		
Digital printed Flexpro banners				
With hanging rods (per m^2 on a min $2m^2$)	150.00	150.00		
With application (per m^2 on a min $2m^2$)	150.00	150.00		
One way vision graphics (per m^2 on a min $2m^2$)	175.00	175.00		
Framed shell scheme graphics (per m^2 on a min $2m^2$)	250.00	250.00		
Shell scheme graphics (900mm x 2400mm)	360.00	360.00		

Banner Rigging – Installation & Removal	**Advance: More than 3 weeks prior**	**Standard: Less than 3 weeks prior**	**On-site rate**	**Quantity**	**Weight**	**Total Cost**
Pole width up to 2000mm	455.00	650.00	975.00			
Pole width above 2000mm to 5000mm	685.00	975.00	1,465.00			
Pole width above 5000mm to 6000mm	910.00	1,300.00	1,950.00			
Pole width above 6000mm to 7000mm	1,095.00	1,560.00	2,340.00			
1) Up to $2m^2$ lightweight box / circular banner	910.00	1,300.00	1,950.00			
2) Up to $4m^2$ lightweight box / circular banner	P.O.A.	P.O.A.	P.O.A.			

PRIMARY RIGGING CHARGES					
Description	**Advance: More than 3 weeks prior**	**Standard: Less than 3 weeks prior**	**On-site rate**	**Quantity**	**Total Cost**
Drop wire (for items with total weight of 20kg or less)	320.00	455.00	685.00		
Drop wire – hoist & fix (for items with total weight of 20kg or less)	410.00	585.00	880.00		
Roof point (20-250kg) excluding installation of 3rd party hoists	720.00	1,025.00	1,540.00		
Special roof point (change from standard height) excluding installation of 3rd party hoists	850.00	1,215.00	1,820.00		
Mandatory Information					
Please specify the exact weight of each roof point					**Kg**
Please specify the total weight of the structure					**Kg**
SUB TOTAL					

Rigging, Banners & Graphics Form_2015 V01.09.14_MST

SECONDARY RIGGING CHARGES					
Description	**Advance: More than 3 weeks prior**	**Standard: Less than 3 weeks prior**	**On-site rate**	**Quantity**	**Total Cost**
Electric chain hoist per event	700.00	1,000.00	1,500.00		
Manual chain hoist per event	350.00	500.00	750.00		
Light duty truss - per metre per event– 30 x 30cm^2	140.00	200.00	300.00		
Medium duty truss - per metre per event – 40 x 40cm^2	210.00	300.00	450.00		
Circular truss (30cm^2) 2m diameter	1,400.00	2,000.00	3,000.00		
Circular truss (30cm^2) 4m diameter	2,450.00	3,500.00	5,250.00		
Circular truss (30cm^2) 6m diameter	3,500.00	5,000.00	7,500.00		
Circular truss (30cm^2) 8m diameter	4,900.00	7,000.00	10,500.00		
Lighting					
Single Parcan 64 lights 1000 watts with dimmer (Power not included)	115.00	160.00	160.00		
400 watt metal halide (Power not included)	175.00	250.00	250.00		
GRAND TOTAL					

RIGGING PLANS

✓ **(Please select)**

☐ Drop wire – 6 mm wire rope fitted with a quick term connector. The wire will be left for the contractor to lift the item to the desired height (for banners, lightweight pieces and truss weighting 20 kg or less).

☐ Drop wire (hoist & fix) – 6mm wire rope fitted with a quick term connector. DWTC will hoist and fix your trussing, banners or set pieces to the desired height and later will be responsible for the tear-down.

☐ Roof point (20 kg to 250 kg) – For heavy items weighing more than 20 kg. DWTC will supply a roof point for the contractor to attach their own manual or electric hoist.

☐ All roof points will be installed at approximately 40cm below the bottom roof truss within the halls. Any request for a change of standard height will be classed as a special roof point.

AVAILABLE RIGGING POINT HEIGHTS IN THE HALLS	
Exhibition Halls 1 and 2	7100 mm
Rigging points under the air wall (between Exhibition Halls)	6800 mm
Rigging points under the bulk head (between Exhibition Halls 2 and 3)	4400 mm
Exhibition Halls 3 and 4	9700 mm
Rigging points under the air wall (between Exhibition Halls)	9580 mm
Exhibition Halls 5, 6, 7 & 8	7100 mm
Rigging points under the air wall (between Exhibition Halls)	6700 mm
Za'abeel Hall 1	6450 mm
Za'abeel Hall 2 and 3	7000 mm
Sheikh Rashid Hall	12250 mm
Sheikh Maktoum Hall	6500 mm
Sheikh Saeed Hall 1, 2 & 3	9600 mm
Trade Centre Arena	13600 mm

Rigging, Banners & Graphics Form_2015 V01.09.14_MST

Points to note:

1. Banner & Graphic Printing:

a. All orders must be accompanied with the artwork detailing the CMYK / Pantone references and sizes of the items.
b. Artwork can be supplied in the following files: Adobe Illustrator; EPS; High Res PDF or TIF.
c. Banner printing does not include rigging.
d. Any amendments and changes on-site to the approved and agreed artwork will be subject to a surcharge

2. Banner Rigging:

a. All banners need to be supplied with poles in vinyl welded or sewn sleeves.
b. All banners must be delivered two days prior to the build-up of the event. Delivery should be made to DWTC, Saturday to Thursday 08:00 until 17:00 hours.
c. All banners will be disposed of immediately after the last day of tear-down.
d. Dubai World Trade Centre is not liable for the loss or damage to banners during transportation, storage, installation and de-rig.

3. Rigging Plans:

a. All orders for rigging must follow the required guidelines and be submitted with a clear and precise rigging plan at the time of ordering. Any changes required due to incorrect rigging plans will be subject to a surcharge.
b. All rigging plans must show the location of each rigging point in relation to the stand using metric measurements.
c. All rigging must be within the perimeter of the stand.
d. The exact weight of each rigging point must be detailed in kilograms in addition to the total weight in kilograms of the structure.
e. The type of structure or banner material must be detailed along with the metric width, height and length.
f. The stand orientation must be detailed by showing the location of the main entrance and by the stands or walls on the other neighboring three sides.
g. The height from the floor to the top of the structure or banner when fully suspended must be shown using metric measurements.

4. Installation:

a. DWTC rigging hours are Saturday to Thursday 08:00 until 17:00. Any requests outside these hours are subject to availability and surcharge.
b. Rigging not ready for completion by 15:00 on the last day of build-up will be the responsibility of the contractor to install.
c. Any damage to DWTC equipment by third party contractors will be charged.

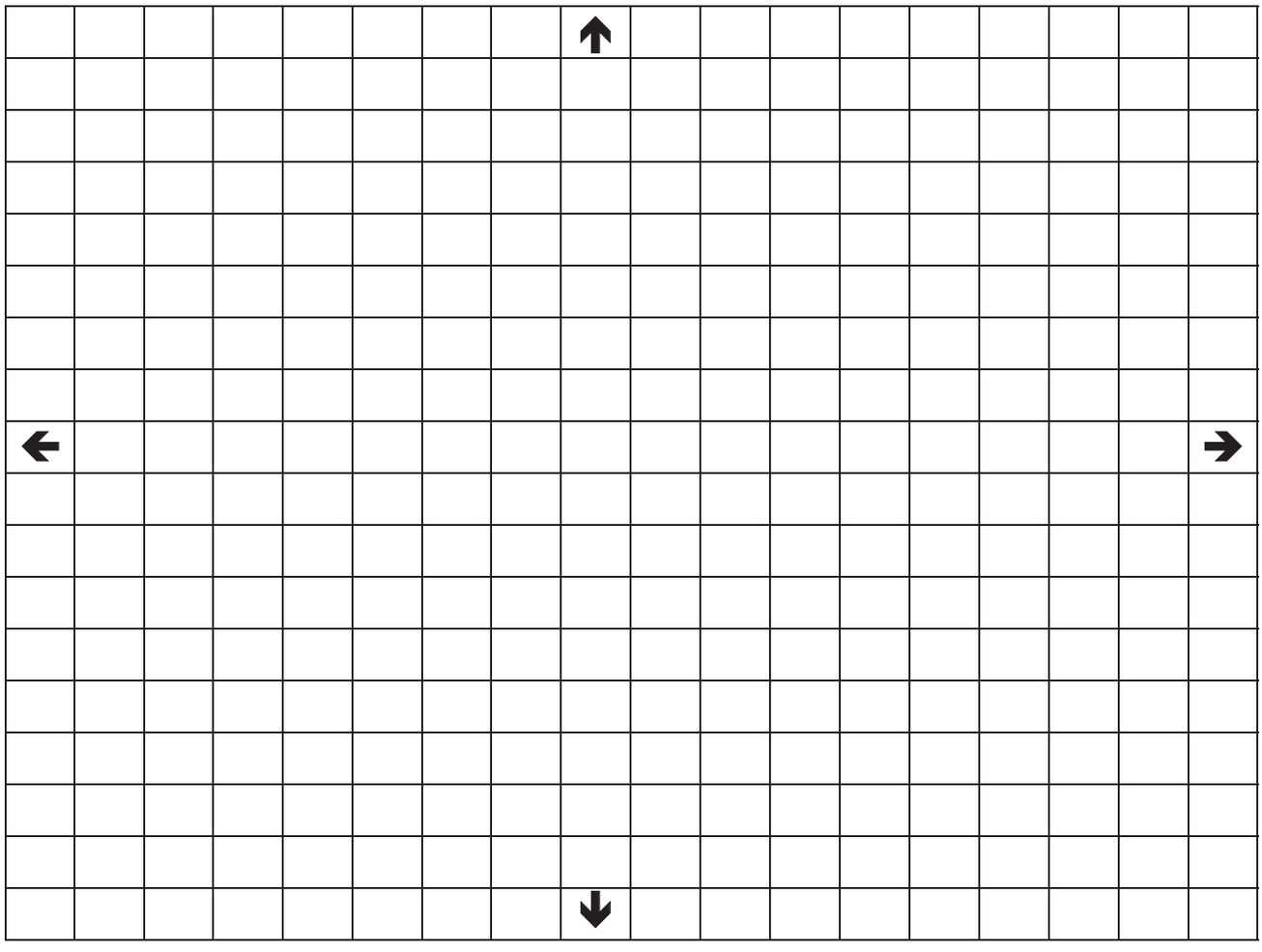
5. Health and Safety:

a. DWTC's Rigging team is not liable for secondary rigging installed by third party contractors.
b. During build-up, gangways must be kept clear to allow access by the Rigging team.
c. No stand structure is allowed to be attached to the DWTC ceiling as either a precautionary, or as an added safety, measure.
d. Any bottom rigging lifting equipment or lifting eyes that are not stamped, rated, approved with a valid test certificate will not be accepted.
e. Any box banner, circular or straight greater than 1m in length, square or diameter, must be suspended on a minimum of two suspension points.

Rigging, Banners & Graphics Form_2015 V01.09.14_MST

STAND ORIENTATION GRID

Hall Entrance



PLEASE SPECIFY THE FOLLOWING:	
All banners must be delivered to DWTC at least two days prior to the build-up of the event Saturday to Thursday, 08:00 until 17:00	
Desired height from floor to the bottom of the structure or banner:	
Size of the structure or banner:	
Total weight of the structure or banner	

Badges Order Form-26

To : EVP-BS & HR
From : FC

Ref: FC/004/15
Date: 13.01.15

WETEX 2015- Badges Preparation & Distribution

As you are aware, Visitor's and Registration Committee handled the preparation and distribution of badges for exhibitors starting last year, In order to have a smooth process, we would like to request your sales team to send an email to all confirmed exhibitors and future participants informing the following:-

1. To submit the below information through email add: Exhibitors2015@wetex.ae/ monette.milar@dewa.gov.ae
   Company Name:
   Names & Designation of their representatives: (to whom this exhibitor badges will be provided)
   Coordinator Name & Mobile No:

2. Deadline of submission of the Exhibitor's names is on Apr. 2, 2015.

3. For Local Exhibitors or with a branch in UAE:- Collection of Exhibitor's badges will start from:-
   Date : April 5- 18, 2015
   Time : 7:30 am till 5:00 pm
   Location : DEWA Head Office 1st floor Finance Dept.
   Contact Person: Ms. Monette Milar – 04 5150889/ 0552234916

   Email will be sent to the coordinator once badges are ready for collection.

4. For Exhibitors outside the country may collect the badges at the site DWTC-Organizer's Office Hall no. 4 on the 20th of April 2015 – 9 am till 6 pm.

5. For exhibitors booked an area up to 200 sqm, the no. of exhibitor's badges will be provided as per the below schedule:

Description	Size Occupied	No of Badges Max.
Schell Scheme/ Open Space	9 sqm – 15 sqm	6
	16 sqm – 30 sqm	10
	31 sqm – 60 sqm	15
	61 sqm – 100sqm	20
	101 sqm – 150sqm	30
	151sqm – 200 sqm	40

In order to print the logos of sponsors on the materials i.e. badges, we suggest a deadline to be given at latest on 12.03.2015.

Your assistance and usual cooperation is highly appreciated.

Jassim Rajab

Under the Patronage of His Highness Sheikh Hamdan bin Rashid Al Maktoum, Deputy Ruler of Dubai, Finance Minister of the UAE and President of DEWA.

GOVERNMENT OF DUBAI

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At The Forefront of Sustainability

21-23 April 2015 | Zabeel Hall & Halls 1-8

Dubai International Convention and Exhibition Centre

هيئة كهرباء ومياه دبي

Dubai Electricity & Water Authority

Deadline: 29th March 2015

Carpet Order Form-27

Show Name: _____

Company Name: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ E-mail: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

Please Note: Before placing your carpet order please check what is the carpet colour provided by the organizer for Shell Scheme or Upgrade Shell Scheme and for passage carpet.

Specification: Needle Punch Carpet

Rate: USD 10 Per Sq Meter x Area ☐ = Total Cost ☐

Please place a tick in the box below corresponding to the colour code you would like.

NEEDLE PUNCH CARPET

1

LIGHT BROWN (1038) ☐

2

DARK GREY (2020) ☐

3

RED (3039) ☐

4

LIGHT BLUE (5053) ☐

5

BLACK (2021) ☐

6

DARK BLUE (5055) ☐

PAYMENT DETAILS

Total Amount _____

Amount in Words _____

Orders are valid only when accompanied by full remittance. Payment should be made in favor of AL FAJER INFORMATION & SERVICES in US Dollars Bank Draft or by Telex transfer to our Account.

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Quotation can be provided separately for items not listed hereunder.

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هيئة كهرباء ومياه دبي

Dubai Electricity & Water Authority

Deadline: 29th March 2015

Carpet Order Form-27A

Show Name: _____

Company Name: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ E-mail: _____

Contact Person: _____ Position: _____ Date: _____

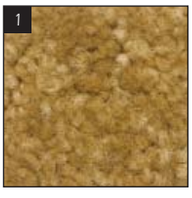
Signature: _____ Company Stamp: _____

Rate: USD 15 Per Sq Meter x Area ☐ = Total Cost ☐

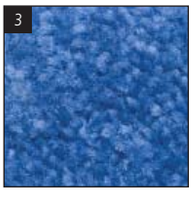
Note: Minimum Order Should be 30 Sq Meter or Above

Please place a tick in the box below corresponding to the colour code you would like.

CUT PILE (FOCUS)

1  ORANGE (120) ☐

2 RED 140 ☐

3  DARK BLUE (380) ☐

4 DARK GREY (950) ☐

5 LIGHT GREEN (460) ☐

6 MAROON (540) ☐

7 BLACK (990) ☐

8 LIGHT YELLOW (260) ☐

9 BROWN (880) ☐

PAYMENT DETAILS

Total Amount _____

Amount in Words _____

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HSBC BANK MIDDLE EAST
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
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P. O. Box 50162, Dubai, UAE, Tel: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

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Dubai International Convention and Exhibition Centre

هيئة كهرباء ومياه دبي
Dubai Electricity & Water Authority

Deadline: 29th March 2015

Designing Brief Form-28

(Pls Print or Type)

Show Name: _____

Company Name: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ E-mail: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

EXHIBITION DETAILS

Exhibition Name: _____ Date: _____

Venue: _____ Stand no. _____ Area: _____

STAND CONSTRUCTION

Required for: Rental ☐ Purchase ☐

Type: Modular ☐ Custom ☐ Upgraded ☐ Shell Scheme ☐

Budget: <Dhs.30K ☐ Dhs.30k – Dhs.60k ☐ Dhs.60 – 100 ☐

Dhs.100 – 150k ☐ Dhs.150k – 200k ☐ Above 200k ☐

Specific requirement:

Flooring:	Walling:
Company Colour.	Electrical:
Furniture:	Graphics:
Audio Visual	Stand Help:
Display items:	Dimensions and Weight:

Special construction: Platform ☐ Mezzanine ☐ High Tower ☐

Other requirements:

	Big	Med	Small	Size		Nos.	Size	Type	Remarks
Reception					A/V Req.				
Meeting Area									
Storage									
Presentation									
Hospitality					Graphic Req.				
Catering Bar									
Pantry					Others				
Work Stations									

Documents Available:

Rough Designs ☐ Photos ☐ Floor Plan ☐ Corporate Brochures ☐

Submission Deadline: _____ Signature: _____

Return To: **Exhibitions & more**
P. O. Box 50162, Dubai, UAE, Tel: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

Organized by:

هيئة كهرباء ومياه دبي
Dubai Electricity & Water Authority

STRATEGIC SPONSORS

PLATINUM SPONSORS

GOLD SPONSORS

SUPPORTING ASSOCIATIONS

For General Sales Enquiries
Tel: +971 4 515 1460
Email: sales_general@wetex.ae

For Water Enquiries
Tel: +971 4 3220607
+971 4 3220665
+971 4 3220604
Email: water@wetex.ae

For Smartech Enquiries
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